

# 2016 ESTIMATED INCOME TAX

## INSTRUCTIONS & WORKSHEET for FORM D-1 & AQ-1

**New for 2016:** Per State mandated changes, please note the new due dates for Estimated Tax payments, effective for tax years beginning January 1, 2016.

Income Tax Division - 1 Cascade Plaza - 11th Floor - Akron, OH 44308 - 330-375-2290

**DID YOU KNOW THAT YOU CAN FILE AND PAY YOUR 2016 ESTIMATED PAYMENTS ON-LINE?**  
**Payments can be made using our eCheck program or find instructions for making bankcard payments on our web site. Go to [www.AkronOhio.gov/1040](http://www.AkronOhio.gov/1040) and click on the "Estimated Payments" button.**

Keep this WORKSHEET and PAYMENT SCHEDULE as a record of your calculations and payments made during the tax year. **Note: Failure to file and pay required quarterly estimated payments will result in penalty and interest charges.**

1. Estimated Taxable Income – total annual earnings expected 1) \$ \_\_\_\_\_
2. Estimated Tax Liability - 2.25% of Line 1 ..... 2) \$ \_\_\_\_\_
3. Credits - City (or JEDD) taxes to be withheld by your employer and paid to a municipality or JEDD. (Maximum 2.25% of wages earned in each city)..... 3) \$ \_\_\_\_\_
4. Subtotal of Estimated Tax (Subtract Line 3 from Line 2) ..... 4) \$ \_\_\_\_\_
5. Credits:
  - A. Overpayment from prior year..... A) \$ \_\_\_\_\_
  - B. Other (specify) ..... B) \$ \_\_\_\_\_
- Total Credits (Add Line 5A and Line 5B) ..... 5) \$ \_\_\_\_\_
6. Balance of Estimated Akron Tax due (from Line 4) ..... 6) \$ \_\_\_\_\_  
 Enter here and on VOUCHER 1 (Form D-1) in the upper right hand box marked "**ENTER YOUR ESTIMATED TAX HERE** →"  
 This is your Declaration of Estimated City Income Tax.<sup>1</sup>
7. Amount of Estimated Tax due quarterly..... 7) \$ \_\_\_\_\_  
 (Take 25% of Line 6 and enter the result here)

## 2016 PAYMENT SCHEDULE

Retain This Schedule For Your Records

**\*\* NEW DUE DATES PER STATE MANDATE \*\***

Payment	Due Date <sup>3</sup>	% Due	Payment Amount <sup>2</sup>	On-Line Confirmation or Check #	Date Paid
VOUCHER 1	4/15/2016	25%	\$		
VOUCHER 2	6/15/2016	50%	\$		
VOUCHER 3	9/15/2016	75%	\$		
VOUCHER 4	12/15/2016	100%	\$		

<sup>1</sup> Estimated Tax - If the amount payable as estimated taxes is at least two hundred dollars, payments must be at least 100% of the prior year tax liability or at least 90% of the current year tax liability to avoid penalty and interest charges.

<sup>2</sup> Payment Amount - Apply any unused Total Credits (Line 5) to the Amount of Estimated Tax due quarterly (Line 7) starting with the first quarter.

<sup>3</sup> Due Date - For calendar year-end filers, the due dates are indicated above. For fiscal year-end filers, the corresponding due dates are: the fifteenth day of the fourth month, the fifteenth day of the sixth month, the fifteenth day of the ninth month and the fifteenth day of the twelfth month.

To amend your Declaration during the year, complete the back of VOUCHERS 2, 3 or 4 (Form AQ-1) and check the block on the front of the form, indicating that a change is being made. Amending your Declaration will most likely require that you adjust your remaining quarterly payments.