CITY OF
PICKERINGTON

Utilities Department
100 Lockville Road • Pickerington, Ohio 43147
P: (614) 833-2289 • F: (614) 833-2201
www.pickerington.net

APPLICATION FOR UTILITY SERVICE

1. Have you had utility service with the City of Pickerington before? Yes No (please circle one)

   If YES, please list previous address: _____
   NOTE: It is determined that if you, your spouse or anyone included on your lease, or shares ownership of the service address, have an unpaid City of Pickerington utility bill, the unpaid bill must be paid to continue service at the requested address.

2. Address in which you are requesting service: _____

3. Name: _____ Spouse: _____

4. Last four digits of account holder's Social Security Number: _____
   Your SSN is required because utility services are being provided in advance with the billing occurring after the service has been provided.

5. Place of employment: _____ Work phone: _____

6. Home phone: _____ Cell phone: _____

7. Email Address: _____

8. How would you like to receive your bill? Paper Email (please circle one)
   NOTE: Please save noreply@cityofpickerington.net as a contact to avoid having your bill sent to your junk mailbox.

9. Names of all additional adults (18 and older) at this address: _____

   _____

10. Total number of persons living at this address: _____

11. Is the mailing address for the utility bill different than the service address? Yes No (please circle one)

    If YES, please list mailing address: _____

12. Service start date: _____
    NOTE: If the water is currently off at this address, you or your representative must be present when the water is reconnected.

13. Do you rent or own the property? Rent Own (please circle one)
    If RENT, you must provide a copy of the lease. If OWN, you must provide proof of ownership. Renters must also provide the landlord's name, address and phone number. **ALL RENTERS ARE REQUIRED TO PAY A $100.00 DEPOSIT TO ESTABLISH SERVICE.**

By signing below, I acknowledge that all the information provided in this application is true and agree to pay monthly, on or before the due date on the bill, for the utility services rendered by the City of Pickerington. Charges for service will be made at the regular established rates for the class of service applicable to the applicants.

Applicant Signature: _____ Date: _____

CITY OF PICKERINGTON

GO PAPERLESS!!!

Interested in having your utility bill sent to you by e-mail?
We will need your name, e-mail address, & account number. It's that simple. Please fill out form and return to the Utility Billing Office.

NAME_____ACCOUNT#_____

E-MAIL ADDRESS_____

Please enter noreply@cityofpickerington.net as an approved contact to avoid having your bill sent to your junk mail box. This is an out-going address only, please do not reply. To contact the office call 614-833-2289.

NO PAPER BILL WILL BE SENT IF YOU SIGN UP FOR E-MAIL BILLING

clip here

CITY OF PICKERINGTON

Direct Payment Authorization Form

We are pleased to continue to offer the Direct Payment Plan for our customers. This **free** service allows you to have your utility payment deducted automatically from your checking or savings account each month. You won't have to change your present banking relationship to take advantage of this service.

Here's how the Direct Payment Plan works:
You authorize regularly scheduled payments to be made from your checking or savings account. Your payments will be made automatically on the specified due date (15th of the month). Proof of payment will appear on your statement. The authority you give to charge your account will remain in effect until you notify us in writing to terminate the authorization. The file goes to the bank 3-5 business days before the 15th, no changes can be made after file is sent. The Direct Payment Plan is dependable, flexible, convenient and easy. To take advantage of this service, complete the attached authorization form and return it to us with a voided check.

NOTE: If you have not already registered for this service, and would like to, be sure to complete and sign the form. Your Direct Payment is active when the remittance portion of your utility bill states "Direct Payment – Do not Pay".

Please complete the information below.
I authorize **The City of Pickerington** to initiate electronic debit entries to my:

_____Checking account (or) _____Savings account

for payment of my utility bill.

I acknowledge that the origination of ACH transactions to my account must comply with the provisions of

U.S. law. This authority will remain in effect until I have cancelled it in writing.

DATE _____

UTILITY ACCOUNT # _____

NAME _____

SERVICE ADDRESS _____

FINANCIAL INSTITUTION NAME _____

ACCOUNT NUMBER AT FINANCIAL INSTITUTION _____

FINANCIAL INSTITUTION ROUTING NUMBER _____

FINANCIAL INSTITUTION CITY AND STATE _____

SIGNATURE (Must Sign and Return)_____

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PICKERINGTON UTILITIES INFORMATION

The City of Pickerington would like to welcome you to our community! As a customer of the water and sewer system, please read over the following information:

1. The City of Pickerington does NOT credit sanitary sewer on sod watering, pool filling, or excessive water use.
2. The meter installed in your home measures your water usage. You will be charged for all the water that passes through the meter; it is illegal to bypass the meter.
3. Sewer charges are calculated on the amount of water that passes through the water meter. This includes outdoor water usage for lawn watering, filling swimming pools, etc.
4. Meters are read through a remote reading device on the inside and/or outside of the home.
5. Meters are read monthly for prior month's usage.
6. The bills are sent out the first day of each month and are due by the fifteenth day of that month. The net amount is due if paid on or before the fifteenth. If paid after the due date, the gross amount is due which includes a 10% penalty.
7. The storm water fee is $4.50 per month for each single family residence.
8. The City of Pickerington contracts with Rumpke for trash service. They offer a discount for seniors as well as recycling options. Please contact them at 1-888-786-7531 to begin service.

For additional information or questions regarding your bill, please contact the City of Pickerington Utilities Department at 614-833-2289 or visit www.pickerington.net. If you have questions regarding hydrant flushing, fall leaf pickup or street maintenance, please contact the City of Pickerington Service Department at 614-833-2292.

CITY OF PICKERINGTON

IMPORTANT CITY OF PICKERINGTON TELEPHONE NUMBERS

CITY HALL:		**(614) 837-3974**
Mayor's Office:	*(Lee Gray, Mayor)*	
City Manager's Office:	*(Greg Butcher, City Manager)*	
Finance Department:	*(Chris Schornack, Finance Director)*	
Municipal Clerk, Passport Info:	*(Heather Moore, City Clerk)*	
Clerk of Courts:	*(Molly Schwartz, Clerk of Courts)*	
Personnel Department:	*(Stephanie Albanese, HR Director)*	
INCOME TAX DEPARTMENT:	*(Jenni Fausnaugh, Tax Administrator)*	**(614) 837-4116**
PARKS & RECREATION DEPARTMENT:	*(Rebecca Medinger, Parks & Rec Director)*	**(614) 833-2211**
UTILITIES BILLING DEPARTMENT:	*(Sharon Leasure, Utility Billing Admin)*	**(614) 833-2289**
CITY SERVICE DEPARTMENT:		**(614) 833-2292**
Service Department:	*(Don Rector, Service Director)*	
BUILDING DEPARTMENT:		**(614) 833-2221**
City Engineering Department		
Development Department		
PLANNING & ZONING DEPARTMENT:	*(Clement Chukwu, Planning Director)*	**(614) 833-2204**
NON-EMERGENCY POLICE NUMBER:		**(614) 575-6911**
Police Department	*(Tod Cheney, Chief of Police)*	

OTHER UTILITIES

Columbia Gas	**(800) 344-4077**
Fairfield County Water/Sewer Department *(Springcreek Residents)*	**(614) 575-5556**
Rumpke Trash Pickup	**(888) 786-7531**
South Central Power	**(614) 837-4351**
Violet Township Streets *(Springcreek Residents)*	**(614) 575-5556**

CITY OF
PICKERINGTON

Dear new resident:

Welcome to Pickerington! You have chosen a community that is a wonderful place to live and raise a family. Attached to this letter you will find helpful information about our community.

The City of Pickerington is home to several annual events:

* The Pickerington Farmers' Market, Olde Village Holiday, PetFest and more. These events are sponsored by The Olde Pickerington Village Business Association, a non-profit organization, which promotes Pickerington's downtown retail shops, businesses, and restaurants. www.pickeringtonvillage.com.

* The Pickerington Area Chamber of Commerce hosts several events throughout the year, including Restaurant Week. The Chamber can be reached at (614) 837-1958 or by visiting www.pickeringtonchamber.com.

Pickerington provides its residents with the very finest in law enforcement services. The Pickerington Police Department is known throughout Central Ohio for its dedicated, highly-trained staff and the cornerstone of the organization's philosophy is its community-oriented, grass roots, customer based service style policing effort.

Pickerington also offers five city parks: Sycamore Park, Victory Park, Colony Park, Simsbury Park and Willow Pond Park. The Parks and Recreation Department is dedicated to offering a variety of classes and special events for residents. Classes serve preschoolers, school-age children and adults. There are also free summer concerts and movies and a large Independence Day celebration.

With respect to the City of Pickerington's income tax, we have enclosed that information in the packet as well. All residents are required to pay the 1% municipal income tax with .5% reduction for residents who pay tax to their city of employment. The phone number for the City of Pickerington Tax Department is (614) 837-4116.

Thank you for choosing to live in the City of Pickerington. We value you as a resident and are here to help. If you should have any questions, please do no hesitate to call my office. You can also interact with us online at www.pickerington.net or find us on Facebook at City of Pickerington.

Sincerely,

Mayor Lee A. Gray

City of Pickerington • 100 Lockville Road • Pickerington, Ohio 43147
(614) 837-3974 • Fax (614) 833-2219 www.pickerington.net

CITY OF
PICKERINGTON

Pickerington Income Tax Information
City Income Tax Filing Deadline is April 15th

How Income Tax Works For You

The City of Pickerington provides many important services for its residents. Our roads, parks, recreation programs, the maintenance of State Route 256, the City's mosquito spraying and leaf pickup program and the Police Department and all funded with the income tax that the City collects.

To pay for these important services, the City of Pickerington collects a one percent (1%) income tax from individuals who either work or live in the City, whether you reside in an apartment or in a single-family home. If a resident already pays income tax to another municipality, they are given a half-percent (0.5%) tax credit by the City of Pickerington.

- **Mandatory Registration:** New residents moving into the City must be sure that they complete the registration form and return it to the City of Pickerington. The form asks for basic information such as name, address, etc.
- **Taxable Income:** This includes items such as wages received from an employer, stock options, vacation and sick pay, rental income, business income, K-1 income, among others.
- **Non-Taxable Income:** Income from interest, dividends, Social Security, Retirement and active-duty military are not taxable to the City, among others.
- **Estimated Income Taxes:** If your employer does not withhold your City of Pickerington Income Tax for you, it is your responsibility to estimate based on at least 90% of your total tax liability for the year or partial year. Failure to do so will result in penalties.
- **Tax Estimate Deadlines:** Income Tax Estimates are divided into four equal payments which are due each calendar year on **April 15th, June 15th, October 15th** and **January 15th**. The total estimate amount that is timely paid will be deducted from the tax liability when you file.
- **Mandatory Income Tax Filing:** All full- or partial-year residents of the City of Pickerington, 18 years of age or older, must file a city tax return, whether or not tax is due. Retirees who have no taxable source of income, and have previously registered as such with the city, are exempt. The filing deadline is **April 15th** each year.
- **City Income Tax versus School District Tax:** It is important for Pickerington residents to distinguish the difference between the City income tax and School District tax. The State of Ohio collects School District tax; a School District tax return must be filed with the State of Ohio. The Pickerington Local School District identifying number is 2307; it is mandatory for employers to withhold school tax. It is also mandatory for all school district residents to file Form SD100 with the State of Ohio School Tax office. New residents must contact the State of Ohio Department of Taxation at **800-282-1780** to request these forms or they will be subject to additional penalties for late payments. The school tax applies to everyone living within the Pickerington Local School District boundaries, which reach beyond the City of Pickerington's corporation limits. The residents of the City of Pickerington comprise only 25% of the student population of the Pickerington Local School District.

For additional information about your city tax return or filing instructions, please contact the City of Pickerington Income Tax Division at **614-837-4116**.

All city forms are available at the City Tax Office at City Hall, 100 Lockville Road or online at www.pickerington.net under ***Income Tax Home***.

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Income Tax Department
100 Lockville Road • Pickerington, Ohio 43147
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www.pickerington.net

2022 ESTIMATE REQUIREMENT

Enclosed is an estimate form that needs to be filled out and filed with the current quarter's payment.

According to section 880.18 of the Pickerington Codified Ordinances, taxpayers who do not have Pickerington City tax withheld must file a declaration of estimated tax form if the amount payable as estimated tax is at least two hundred (200) dollars. The estimates may be remitted in four installments.

The first installment is due by April 15, the second by June 15, the third by September 15 and the fourth installment is due by January 15, 2022. These payments will be recorded on your 2022 tax return to be applied against your tax liability.

A 15% penalty and 5% interest per year may be assessed for non-compliance.*

If you should require assistance, the tax office can assist you in calculating your estimate.

Thank you for your prompt cooperation.

THE CITY OF PICKERINGTON TAX OFFICE

*An estimate is not required to be filed if less than $200.00 (effective 1/1/16).

CITY OF PICKERINGTON
INCOME TAX DEPARTMENT
100 Lockville Road
Pickerington, Ohio 43147
Phone: (614) 837-4116
Fax: (614) 833-2201

CITY OF PICKERINGTON

INDIVIDUAL QUESTIONNAIRE
(MANDATORY REGISTRATION)

The information requested on this form is essential to maintaining accurate records in the tax office and will be held in strict confidence. Thank you for your prompt cooperation.

Please print name, including spouse, as official account should appear.

NAME: _____ HOME PHONE: _____

SPOUSE: _____

List any other person and their SSN living at your address who is **18 years of age or older**:

_____

PRESENT ADDRESS: _____ SINCE: _____

PREVIOUS ADDRESS: _____

YOUR SSN: _____ SPOUSE SSN: _____

YOUR EMPLOYER: _____ OCCUPATION: _____

ADDRESS: _____ WORK PHONE: _____

SPOUSE'S EMPLOYER: _____ OCCUPATION: _____

ADDRESS: _____ WORK PHONE: _____

If retired, indicate date of **retirement**: _____ Is retirement only source of income? _____

Do you have **rental income**? _____ If so, give location: _____

Do you have other income? _____ If so, give source: _____

Are you renting your home? _____ or buying? _____ (Please check one)

If **renting**, give name and address of **landlord**. If buying, give name of **Realtor and Realty Company**:

_____

Do you pay city income tax to your city of employment? _____

DECLARATION OF ESTIMATED TAX FOR YEAR 2022

REQUIRED BY LAW ACCORDING TO NEW CODIFIED ORDINANCE SECTION 880.18 ON ALL INCOME FROM WHICH CITY OF PICKERINGTON TAX IS NOT WITHHELD IF THE AMOUNT PAYABLE AS ESTIMATED TAX IS AT LEAST TWO HUNDRED (200) DOLLARS; PENALTY FOR NONCOMPLIANCE

CITY OF PICKERINGTON
INCOME TAX DEPARTMENT
100 LOCKVILLE RD
PICKERINGTON OH 43147-1321
PHONE:(614) 837-4116
FAX:(614) 833-2201

NAME: _____

(PLEASE PRINT TAXPAYER AND SPOUSE)

STREET ADDRESS: _____

HOME PHONE: _____ MOVE IN OR OUT DATE: _____

(PARTIAL YEAR RESIDENTS ONLY)

☐ TAXPAYER SS# _____ EMPLOYER'S NAME _____

☐ SPOUSE SS# _____ EMPLOYER'S NAME _____

1. TOTAL GROSS INCOME SUBJECT TO TAX:..... $ _____
   PARTIAL YEAR RESIDENTS: PROPORTION INCOME TO INCLUDE ONLY THAT EARNED AS A PICKERINGTON CITY RESIDENT.

2. MULTIPLY LINE 1 BY 1% (.01):..... $ _____

3. LESS RESIDENT CREDIT OF 1/2% (.005): ..... $ _____
   (MULTIPLY .005 X ALL INCOME FROM LINE 1 THAT WAS TAXED BY ANOTHER CITY)

4. NET TAX DUE (LINE 2 LESS LINE 3) ..... $ _____

5. FIRST QUARTER ESTIMATE PAYMENT **DUE APRIL 18, 2022:**..... $ _____

6. SECOND QUARTER ESTIMATE PAYMENT **DUE JUNE 15, 2022:**..... $ _____

7. THIRD QUARTER ESTIMATE PAYMENT **DUE SEPTEMBER 15, 2022:** ..... $ _____

8. FOURTH QUARTER ESTIMATE PAYMENT **DUE JANUARY 16, 2023:** ..... $ _____