

**EMPLOYER'S QUARTERLY RETURN OF PAYROLL TAX WITHHELD**

**CITY OF CAVE CITY**

\*If no wages were paid this quarter, mark "NONE" and  
return this form with explanation.

(INSTRUCTIONS ON REVERSE  
SIDE OF EMPLOYER'S COPY)

1. NUMBER OF TAXABLE EMPLOYEES _____			
2. TOTAL SALARIES, WAGES, COMMISSION, AND OTHER COMPENSATION PAID ALL EMPLOYEES. (*)-GROSS	\$		
3. LESS NON-TAXABLE ITEMS (COMPENSATION PAID FOR SERVICES OUTSIDE OF CAVE CITY)			
4. TAXABLE EARNINGS (ITEM 2 MINUS ITEM 3)			
5. ACTUAL TAX WITHHELD IN QUARTER AT 2%	\$		
6. PENALTY (10%) OF TAX DUE			
7. LATE FEE (5%) EACH DAY LATE			
8. TOTAL INCLUDES PENALTY AND LATE FEE IF DELINQUENT			

(NAME AND ADDRESS OF EMPLOYER)

I hereby certify that the information and statements contained herein  
and any schedules or exhibits attached are true and correct.

(SIGNED) \_\_\_\_\_

(OFFICIAL TITLE) \_\_\_\_\_

Owner, Partner, Member, President, Treasurer, Agent, Date

This Return Must Be Filed on or Before Date Due Shown Below.

**MAKE CHECKS OR MONEY ORDER PAYABLE TO:  
TREASURER, CITY OF CAVE CITY, KENTUCKY**

	MO.	DAY	YR.
FOR QUARTER ENDING			
DUE ON OR BEFORE	15th		

NOTIFY CITY CLERK, CITY OF CAVE CITY, OF CHANGE IN OWNERSHIP  
OR NAME AND ADDRESS SHOWN ABOVE

MAIL TO:  
PAYROLL TAX  
CITY OF CAVE CITY, KY

**INSTRUCTIONS FOR PREPARING AND FILING FORM**

(Reverse side of Form)

Each employer (except those specifically exempt by ordinance) of one or more persons must withhold the Payroll Tax of 2% from gross salaries, wages, and commissions paid. All employees are subject to the license fee except domestics, including employees of organizations in a business that is not subject to the license fee. Effective December 31, 1986.

**Quarterly Return**

A quarterly return for all Payroll Tax withheld must be filed and the Payroll Tax paid by the 15th day of the month following the close of the quarter. An employer shall be liable to a fine and imprisonment as provided by ordinance for failure to file a return and/or to pay the Payroll Tax or for filing a fraudulent return. Interest and penalties are also provided for late filing.

- Item 1 Enter total number of employees after eliminating those who are non-taxable.
- Item 2 Enter total salaries, wages, commissions, incentive payments, bonuses and other compensation paid all employees during quarter for which return is prepared. If no salaries, wages or other compensation was paid during this quarter, so indicate and file Form with explanation.
- Item 3 Enter that portion of the compensation paid employees for services rendered outside the City of Cave City.
- Item 4 Represents the difference between items 2 and 3.
- Item 5 Shall be the actual Payroll Tax withheld at the rate of 2%.
- Item 6 Penalty shall be 10% of the tax due.
- Item 7 Late fee shall be 5% of the tax due for each business day that return is late.