VILLAGE OF WEST ALEXANDRIA

Income Tax Department

16 North Main St.

Phone (937) 839-5089 West Alexandria, Oh 45381 Fax (937 839-1102

www.walexpreb.org

watax@bizwoh.rr.com

Office Hours: Wednesday & Thursday 8:00 a.m. to noon , Friday 8 - noon & 1—4 p.m.

Dear Property Owner of Record:

For taxing purposes, you are required by law, (Chapter 880.06 h) to provide the following information semi-annually, filing on or before January 31 and July 31 of each year. **Please make sure you fill out <u>ALL</u> the information requested.** If there is property you own that is not listed, provide that information and if a property is listed that you no longer own, please note that on this form. **Failure to file in a timely manner will result in a $25.00 per month per unit late fee.** Note: If no one is occupying the property, please write "Vacant" in the name space.

Thank you for your cooperation.

FILING DUE DATE JANUARY 31, 2012

Names of ***<u>all occupants over 18 years of age,</u>*** or businesses at this location124	**ADDRESS OF PROPERTY**	**DATE OCCUPANT(S) MOVED IN**

Landholder Name & Address:_____ **PHONE NO** _____

_____

_____