

Income Tax Update Alert Effective Immediately

The City of Bedford is taking every possible precaution to protect the health, safety and welfare of its employees and taxpayers while continuing to provide quality and timely tax services to our residents.

Covid19 presents increased challenges in our workplace when filing your returns, however, you can accomplish this in a non-personal contact environment. **In the best interest of the public's health and welfare and our employees, we are continuing to close the tax department window and ceasing all in-person tax preparation of city income tax returns throughout this tax filing season.**

Due to the COVID19 virus outbreak and social distancing restrictions, the City's Income Tax Department recommends first, the use of our secure online tax preparation system at WWW.BEDFORDOH.GOV under the heading tax department and "File tax return online". You can pay any balances due online, or send a check in the mail (to the address below).

When submitting tax returns and filing **online only**, The City of Bedford, will not require the W-2s or 1099's forms to be afforded to us this year, unless, you are requesting a refund, or are instructed to submit these documents for verification purposes by our tax department personnel. Please do not place tax papers or tax returns into the parking lot water box.

Second, the department will continue to provide city tax preparation assistance on your behalf when the documents are either sent to this address: **Tax Department, City of Bedford, PO BOX 72450, Cleveland, Ohio 44192-0002** or physically dropped off through the Income Tax Department window, located inside city hall.

Timely filing and payment in full are required by City ordinances, and the Ohio revised code. The filing deadline is Wednesday, July 15, 2020 at 4:30 pm.

When requesting tax preparation assistance from the city's tax department and to assist with timely filing and payment, you need to submit all forms to the tax department, as stated earlier, during the month of June 2020. This allows the City to prepare the returns in June, and send a timely billing out to you in early July. This process of sending forms early will allow you to make full payment by July 15th.

Penalties for nonpayment and/or non-filing will be posted to accounts on July 16, 2020.

We thank you for your patience and understanding. We will continue to update you if any more information becomes available.