

### Central/State

88 East Broad Street, 10th Fl. Columbus, Ohio 43215

Phone: 614-466-3402
Toll Free: 800-443-9275
Fax: 614-728-7199

### East

101 Central Plaza South Canton, Ohio 44702

Phone: 330-438-0617
Toll Free: 800-443-9272
Fax: 330-471-0001

### Northeast

615 W. Superior Avenue,12th Fl. Cleveland, Ohio 44113

Phone: 216-787-3665
Toll Free: 800-626-2297
Fax: 216-787-3361

### Northwest

One Government Center, Ste.1420 Toledo, Ohio 43604

Phone: 419-245-2811
Toll Free: 800-443-9276
Fax: 419-245-2484

### Southeast

53 Johnson Road, The Plains, Ohio 45780

Phone: 740-594-3300
Toll Free: 800-441-1389
Fax: 740-594-2110

### Southwest

11117 Kenwood Road Blue Ash, Ohio 45242

Phone: 513-361-8550
Toll Free: 800-368-7419
Fax: 513-361-8577

### West

130 W.Second Street, Ste. 2040 Dayton, Ohio 45402

Phone: 937-285-6677
Toll Free: 800-443-9274
Fax: 937-285-6688

# JANUARY 2019

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		NEW YEAR'S DAY				
6	7	8	9	10	11	12
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20	21	22	23	24	25	26
	MARTIN LUTHER KING DAY					
27	28	29	30	31	<b>20t</b> ł Local Governmen	he Dates n Annual nt Officials Conference & Friday, March 8, 2019
					<b>19tl</b> Emerging Trends & Preventi	n Annual in Fraud Investigation on Conference & Thursday, May 9, 2019

PUBLIC INTEGRITY

	DECEMBER 2018										
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Local
Government Services
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Report
Government Fraud
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FEBRUARY 2019										
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## Financial Due Dates JANUARY 2019

### January 1

Appropriations Measures
To Be Adopted Non-Schools Dec.31 Fiscal
Year-End (ORC 5705.38)

### Tax Budget Guidelines

The Fiscal Officer Shall Certify to the County
Auditor the Amount Available for Expenditures in
Each Fund in the Tax Budget with Year-End
Balance, Taxing Authority (ORC 5705.36)

### January 14 Annual Inventory

County Fixed Asset Inventory Due Second Monday in January (ORC 305.18)

**January 15 Tax Budget Guidelines** School Districts Adopt Tax Budget (ORC 5705.28)

### Ohio Department of Taxation

**Form** IT 501 Monthly Due / See Ohio Department of Taxation Instructions

School Employees Retirement System
Monthly Contribution Reports Due

### January 18 Tax Budget Guidelines School Districts Submit Tax Budget to County Auditor (Before the 20th Day of January)

ORC 5705.30)

### January 31 Internal Revenue Service

Form 940 Employers Annual Federal
Unemployment Tax Return Due
Form 941 Federal Tax Return for the Fourth
Quarter Due

Form 944 Employers Annual Federal Tax Return (Instead of 941 Quarterly Reporting) if Annual Liability of \$2,500 or Less for Withheld Income, Social Security and Medicare Tax

Form W-2 Wage and Tax Statement Due and Must Be Given to Employees

### Ohio Department of Jobs & Family Services Employer Quarterly Tax Return Filing Due: http://eric.ohio.gov

Contributory Employers File Wage Detail and Quarterly Summary. Both are Contained on the Unemployment Compensation Quarterly Tax Return ODJFS
Form (JFS-20125).

Reimbursing Employers (Non-Profit and Public Employers) File the Wage Detail Section. The Unemployment Compensation Quarterly Tax Return (JFS-20125) Is Used by Reimbursing Employers

### Ohio Department of Taxation

Form IT 941 Annual Reconciliation of Income Tax Withheld Due
Form IT 501 Quarterly Due
Forms IT 3, Transmittal of Wage and Tax
Statements Due, IT 2, Combined W-2 or
1099-R Due

### Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due

Ohio Public Employees Retirement System Monthly Contribution Report and Payment Due



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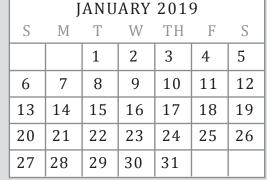
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# FEBRUARY 2019

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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IANUARY 2019						MARCH 2019



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Government Services
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MARCH 2019										
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## Financial Due Dates FEBRUARY 2019

**February 4 County Budget Commission Meeting**(ORC 5705.27)

February 15
Ohio Department of Taxation
Form IT 501 Monthly Due

School Employees Retirement System
Monthly Contribution Reports Due

February 28

Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due

Bureau of Workers' Compensation
Self-Insured Assessment Payment Due
First Half

Internal Revenue Service

**Form** W-3 with Copy A of All W-2s for Prior Year Due Unless Filing Electronically. Electronic Filers Have Until March 31

**Forms** 1096, 1099 and W-2 all Paper Forms Due

Ohio Public Employees Retirement System
Monthly Contribution Report and Payment Due



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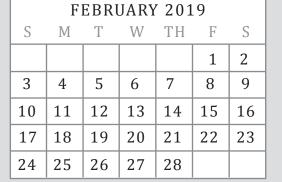
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## **MARCH 2019**

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			20th Annual Local Govern	ment Officials Conference	
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Local
Government Services
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Report
Government Fraud
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APRIL 2019										
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## Financial Due Dates MARCH 2019

### March 1 Annual Financial Report

Due From Governments with Dec. 31 Fiscal Year-End and Using Cash Basis (ORC 117.38) (AOS Bulletin 2015-007) Every County Agency, Board, or Commission Shall Provide to the County Auditor All Information Determined by the County Auditor to be Necessary for the Preparation of the Annual Report (ORC 117.38)

### March 15

Ohio Department of Taxation Form IT 501 Monthly Due

School Employees Retirement System

Monthly Contribution Report Due



## **Keith Faber**

### Central/State

### East

### Northeast

### Northwest

### Southeast

### Southwest

513-361-8550 Toll Free: 800-368-7419 513-361-8577

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# **APRIL 2019**

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	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
		1	2	3	4	5	6	Financial Due Dates APRIL 2019
Keith Faber Auditor of State								April 1 Internal Revenue Service File Electronic form 1099 and 8027 File Electronic form W-2 with the SSA
Central/State  88 East Broad Street, 10th Fl.								Tax Budget Guidelines The Taxing Authority Permanent Appropriation to Be Adopted Dec. 31 Fiscal Year-End (ORC 5705.38)
Columbus, Ohio 43215 Phone: 614-466-3402	7	8	9	10	11	12	13	Certify Levy to County Auditor School Districts (ORC 5705.34)
Toll Free: 800-443-9275 Fax: 614-728-7199								Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due
East  101 Central Plaza South  Canton, Ohio 44702								Ohio Public Employees Retirement System Monthly Contribution Report and Payment Due
Phone: 330-438-0617								April 15 Ohio Department of Taxation Form IT 501 Monthly Due
Toll Free: 800-443-9272 Fax: 330-471-0001	14	15	16	17	18	19	20	School Employees Retirement System Monthly Contribution Reports Due
Northeast 615 W. Superior Avenue,12th Fl.								Personal Income Tax Returns Due and Tax Filing Deadline
Cleveland, Ohio 44113  Phone: 216-787-3665  Toll Free: 800-626-2297  Fax: 216-787-3361								April 30 Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due
Northwest  One Government Center, Ste.1420 Toledo, Ohio 43604	21	22	23	24	25	26	27	<ul> <li>Internal Revenue Service</li> <li>Form 941 Federal Tax Return for the First</li> <li>Quarter Due</li> <li>Ohio Department of Job &amp; Family Services</li> <li>Monthly Contribution Report and Payment Due</li> </ul>
Phone: 419-245-2811 Toll Free: 800-443-9276 Fax: 419-245-2484								Employer Quarterly Tax Return Filing Due: <a href="http://eric.ohio.gov">http://eric.ohio.gov</a> Contributory Employers File Wage Detail
Southeast 53 Johnson Road,								and Quarterly Summary. Both are Contained on the Unemployment Compensation Quarterly Tax Return ODJFS Form (JFS-20125).
The Plains, Ohio 45780  Phone: 740-594-3300  Toll Free: 800-441-1389  Fax: 740-594-2110	28	29	30					Reimbursing Employers (Non-Profit and Public Employers) File the Wage Detail Section. The Unemployment Compensation Quarterly Tax Return (JFS-20125) Is Used by Reimbursing Employers
Southwest								Ohio Department of Taxation Form IT 501 Quarterly Due
11117 Kenwood Road Blue Ash, Ohio 45242								Ohio Public Employees Retirement System  Monthly Contribution Report and Payment Due
Phone: 513-361-8550 Toll Free: 800-368-7419								- Standard Communication
Fax: 513-361-8577	MARCH 2019						MAY 2019	



Local Government Services ohioauditor.gov/local.html PUBLIC INTEGRITY
ASSURANCE TEAM Report Government Fraud ohioauditor.gov/fraud.html

MAY 2019										
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130 W.Second Street, Ste. 2040 Dayton, Ohio 45402

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Phone: 937-285-6677 Toll Free: 800-443-9274 Fax: 937-285-6688

# MAY 2019

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		MEMORIAL DAY					
	APRIL 2019			PURLIC INTEGRITY			JUNE 2019



## Financial Due Dates MAY 2019

### May 6 Tax Budget Guidelines

The Fiscal Officer Shall Certify to the Taxing Authority the Amount Necessary for the Payment of Final Judgments (Non-School) (ORC 5705.08)

May 7
Primary Election

May 15
Ohio Department of Taxation
Form IT 501 Monthly Due

School Employees Retirement System

Monthly Contribution Reports Due

### May 30

Annual Financial Report

If Prepared on a GAAP Basis for Entities with a Dec. 31 Fiscal Year-End Due (ORC 117.38)

### May 31

Ohio Police and Fire Pension Fund
Monthly Employee Deduction Report /
Employee and Employer Contributions Due

Ohio Public Employees Retirement System

Monthly Contribution Report and Payment

Due



Government Services ohioauditor.gov/local.html

Report
Government Fraud
ohioauditor.gov/fraud.html

JUNE 2019										
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## Keith Faber

**Auditor of State** 

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# JUNE 2019

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Government Services
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JULY 2019										
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## Financial Due Dates JUNE 2019

June 17 School Employees Retirement System Monthly Contribution Reports Due

Ohio Department of Taxation Form IT 501 Monthly Due



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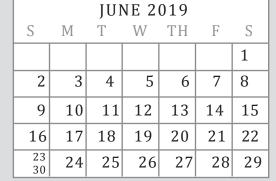
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# JULY 2019

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	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
		1	2	3	4	5	6	Financial Due Dates JULY 2019
e								July 1 Tax Budget Guidelines The Fiscal Officer Shall Certify to the County Auditor the Amount Available for Expenditures in Each Fund in the Tax Budget with Year-End Balance (ORC 5705.36)
					INDEPENDENCE DAY			Taxing Authority Appropriation Measures to Be Adopted by School June 30 Fiscal Year-End (ORC 5705.38)
	7	8	9	10	11	12	13	Ohio Public Employees Retirement System Monthly Contribution Report and Payment Due
								Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due
								July 15 Tax Budget Guidelines For Local Governments Each Department, Board or Commission Shall File with the
	14	15	16	17	18	19	20	Taxing Authority Estimates of Contemplated Revenue and Expenditures for the Ensuing Fiscal Year (ORC 5705.28) / Adopt Tax Budge (Non-Schools) (ORC 5705.28)
FI.								Ohio Department of Taxation Form IT 501 Monthly Due
								School Employees Retirement System  Monthly Contribution Reports Due
								July 19 Tax Budget Guidelines For Local Governments the Taxing Authority
:0	21	22	23	24	25	26	27	Shall Submit All Budgets to the County Auditor ar Further Amendments are not Allowed (Non-Schools) (ORC 5705.30)
								July 31 Ohio Department of Job & Family Services Employer Quarterly Tax Return Filing Due: http://eric.ohio.gov/ Contributory Employers File Wage Detail and Quarterly Summary. Both are Contained on the Unemployment Compensation Quarterly Tax Return ODJFS Form ( JFS-20125). Reimbursing Employers (Non-Profit and Public
	28	29	30	31				Employers) File the Wage Detail Section. The Unemployment Compensation Quarterly Tax Return (JFS-20125) is Used by Reimbursing Employers
								Ohio Department of Taxation Form IT 501 Quarterly Due
								Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due
	HINE 2010			N N N N N N N N N N N N N N N N N N N			AUCUST 2010	Ohio Public Employees Retirement System  Monthly Contribution Report and Payment  Due

PUBLIC INTEGRITY



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AUGUST 2019										
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### **Financial Due Dates**

### luly 1

### Tax Budget Guidelines

### axing Authority

### Ohio Police and Fire Pension Fund

### July 15 **Fax Budget Guidelines**

### Ohio Department of Taxation orm IT 501 Monthly Due

### Monthly Contribution Reports Due

### luly 19 Tax Budget Guidelines

### Ohio Department of Taxation **form** IT 501 Quarterly Due

### **Ohio Police and Fire Pension Fund** Ionthly Employee Deduction Report / mployee and Employer Contributions Due

### Internal Revenue Service

Form 941 Federal Tax Return for the Second Quarter Due



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# AUGUST 2019

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SEPTEMBER 2019											
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## Financial Due Dates AUGUST 2019

August 2
State Teachers Retirement System
Report Due for Preceding School Year Certifying

Service Credit, Compensation on Earned Contributions for Each Teacher Employed During the 12-Month Period Ending on the Preceding June 30 (OAC 3307-3-02)

August 5
County Budget Commission Meeting
(ORC 5705.27) and Filing Deadline to Renew
Ballot Levy (ORC 5705.213)

August 15
Ohio Department of Taxation
Form IT 501 Monthly Due

**School Employees Retirement System**Monthly Contribution Reports Due

Bureau of Workers Compensation
True-Up (Payroll Reporting) Due Via Online:

@ http://bit.ly/2xS0ZbV

August 22 75 Days Before Election

August 29
Annual Financial Report
Governments with June 30 Fiscal Year-End Filing
on a Cash Basis Due (ORC 117.38)
(AOS Bulletin 2015-007)



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130 W.Second Street, Ste. 2040 Dayton, Ohio 45402

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# SEPTEMBER 2019

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## Financial Due Dates SEPTEMBER 2019

September 3
Ohio Public Employees Retirement System
Monthly Contribution Report and Payment
Due

Ohio Police and Fire Pension Fund
Monthly Employee Deduction Report /
Employee and Employer Contributions Due

Bureau of Workers' Compensation
Self-Insured Assessment Payment Due
Second Half

September 16
Ohio Department of Taxation
Form IT 501 Monthly Due

School Employees Retirement System Monthly Contribution Reports Due

September 30
Ohio Public Employees Retirement System
Monthly Contribution Report and Payment
Due

Ohio Police and Fire Pension Fund
Monthly Employee Deduction Report /
Employee and Employer Contributions Due

**Tax Budget Guidelines**Dec. 31 Fiscal Year-End Certify Levy to County
Auditor (ORC 5705.34)



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Fax: 614-728-7199

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# **OCTOBER 2019**

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## Financial Due Dates OCTOBER 2019

October 1
School Permanent Appropriations Measure
To be Adopted (ORC 5705.38)

October 8 Voter Registration Deadline for General Election

October 15
Internal Revenue Service
Additional Extended Income Tax Return Due

School Employees Retirement System Monthly Contribution Reports Due

Ohio Department of Taxation Form IT 501 Monthly Due

October 31
Internal Revenue Service
Form 941 Federal Tax Return For The Third
Quarter Due

Ohio Department of Taxation Form IT 501 Quarterly Due

Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due

Ohio Public Employees Retirement System

Monthly Contribution Report and Payment

Due

Ohio Department of Job & Family Services Employer Quarterly Tax Return Filing Due: http://eric.ohio.gov/

**Contributory Employers** File Wage Detail and Quarterly Summary. Both Are Contained on the Unemployment Compensation Quarterly Tax Return ODJFS Form ( JFS-20125).

Reimbursing Employers (Non-Profit and Public Employers) File the Wage Detail Section. The Unemployment Compensation Quarterly Tax Return (JFS-20125) is Used by Reimbursing Employers



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# NOVEMBER 2019

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
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							November 1 Tax Budget Guidelines Board of County Hospital Trustees M Next Year's Proposed Budget to Boar Commissioners (ORC 339.06 (D) (3
							November 4 Tax Budget Guidelines The Fiscal Officer Shall Certify to the
3	4	5	6	7	8	9	Education the Amount Necessary for Payment of Final Judgments (Schools) (ORC 5705.08)
							November 5 General Election Day
							November 15 School Employees Retirement Monthly Contribution Reports Due
DAYLIGHT SAVING ENDS							Ohio Department of Taxation Form IT 501 Monthly Due
10	11	12	13	14	15	16	November 27 Annual Financial Report Due from Schools and Other Gov with a June 30 Fiscal Year-End F GAAP Basis (ORC 117.38) (AOS Bulletin 2015-007)
	VETERAN'S DAY						
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Local Government Services ohioauditor.gov/local.html PUBLIC INTEGRITY
ASSURANCE TEAM Report
Government Fraud ohioauditor.gov/fraud.html

DECEMBER 2019							
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### **Financial Due Dates NOVEMBER 2019**

### November 1

Board of County Hospital Trustees Must Submit Next Year's Proposed Budget to Board of County Commissioners (ORC 339.06 (D) (3))

#### November 4

The Fiscal Officer Shall Certify to the Board of Education the Amount Necessary for the Payment of Final Judgments (Schools) (ORC 5705.08)

### November 5 **General Election Day**

November 15 **School Employees Retirement System** 

### November 27 **Annual Financial Report**

Due from Schools and Other Governments with a June 30 Fiscal Year-End Filing on GAAP Basis (ORC 117.38) (AOS Bulletin 2015-007)



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# DECEMBER 2019

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## Financial Due Dates DECEMBER 2019

**December 2 Ohio Public Employees Retirement System**Monthly Contribution Reports and Payment Due

Ohio Police and Fire Pension Fund Monthly Employee Deduction Report / Employee and Employer Contributions Due

December 16
Ohio Department of Taxation
Form IT 501 Monthly Due

School Employees Retirement System
Monthly Contribution Reports Due

December 31
Ohio Police and Fire Pension Funds
Employee's Monthly Deduction Report /
Employee and Employer Contributions Due

Ohio Public Employees Retirement System Monthly Contribution Reports and Payment Due