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|  | City of Dayton, Kentucky  514 Sixth Avenue, Dayton, Kentucky 41074  Phone (859) 491-1600 Fax: (859) 491-3538  Website: www.DaytonKY.com |

Business Returns – Additional Information

Due by April 15th of the 4th Month Following the Close of the Taxable Year.

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| I. ADDITIONAL INFORMATION |
| The occupational tax and business license fees are imposed for the privilege of engaging in any business, profession, occupation, or trade within the City of Dayton regardless of the legal residence of the party so engaged.  The City of Dayton Business Return is for taxpayers who are making sales, performing work or services, owning and operating rental real estate, or otherwise conducting a business, trade, occupation or profession in the City of Dayton file and remit occupational taxes and business license fees.  **Who Must File:** Corporations, partnerships, sole proprietorships, estates and trusts, or other businesses engaged in an occupation, trade, or profession with a business nexus in the City of Dayton, Kentucky.  **Extensions:** If an extension of time for filing is required, a separate extension request to the City of Dayton Clerk’s Office is mandatory in all cases. Any tax due must be paid with the extension request and the request must be postmarked or hand-delivered to the City of Dayton on or before the original due date. If an extension of time for the filing of a return has been granted, any balance of the license fee unpaid by the regular due date bears interest at the rate of twelve percent (12%) per annum. In addition, a late payment penalty of five percent (5%) per month, or fraction of a month (minimum of $25) to a maximum of twenty-five percent (25%) is assessed against any license fee balance unpaid by the regular due date, unless estimated tax payments of at least 90% of the current year's total liability, as finally determined, has been submitted by the original due date of the return.    **Failure to File Penalty:** There is a five percent (5%) penalty per month or fraction of a month (minimum of $25) to a maximum of twenty-five percent (25%) for failure to file a tax return by the regular or extended date.  **Failure to Pay Penalty:** There is a five percent (5%) penalty per month or fraction of a month (minimum of $25) to a maximum of twenty-five percent (25%) for failure to pay or late payment of occupational tax if no extension was filed. If an extension was filed, see the instructions under “Extensions".  **Interest:** Interest is computed at twelve percent (12%) per annum from the original due date until the date of payment.  **Two (2) Year Statute of Limitations for Refunds:** Refund requests must be submitted within two (2) years from the date the overpayment was made.  **County Occupational License Taxes and Fees:** Payment of City taxes in no way waives any responsibility of the taxpayer of their responsibility of paying respective County, State or Federal Taxes. Similarly, payment of Federal, State and/or County taxes does not waive Taxpayer’s responsibility to submit City of Dayton Business Returns and make payment of taxes owed. |