



2017

Form RF100-65

APPLICATION FOR REFUND

Mail return to: Georgetown-Scott County Revenue Commission P.O. Box 800 Georgetown, KY 40324

APPLICANT'S SOCIAL SECURITY NO. \_\_\_\_\_ APPLICANT'S DATE OF BIRTH \_\_\_\_\_

NAME \_\_\_\_\_ EMPLOYED BY \_\_\_\_\_

ADDRESS \_\_\_\_\_ ADDRESS \_\_\_\_\_

DAYTIME TELEPHONE NO. (\_\_\_\_\_) \_\_\_\_\_

Table with 4 columns: (INSTRUCTIONS ON BACK), City of Georgetown, Scott County. Rows include: 1. TOTAL 2017 GROSS COMPENSATION, BEFORE ANY PRETAX DEDUCTIONS; 2. EXEMPTION AMOUNT (\$10,000); 3. ADJUSTED GROSS COMPENSATION; 4. LICENSE TAX WITHHELD FOR THE JURISDICTION; 5. LICENSE TAX RATE (1%); 6. LICENSE TAX DUE; 7. AMOUNT TO BE REFUNDED.

Please allow 6-8 weeks for processing.

I HEREBY CERTIFY THAT THE STATEMENTS MADE HEREIN AND IN ANY SUPPORTING SCHEDULES ARE TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

RETURN MUST BE SIGNED

SIGNATURE OF INDIVIDUAL PREPARING RETURN \_\_\_\_\_ SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

Wages and License Tax verified by - \_\_\_\_\_ DATE \_\_\_\_\_ Form RF100 (Rev. 10-12-2015)

NOTICE: If an employer did not remit the taxes and/or quarterly employee withholding tax return for the period(s) of the refund, the Georgetown/Scott County Revenue Commission will notify you that no refund will be issued due to your employer's failure to remit payment of taxes and/or failure to file quarterly employee withholding.

# 2017 REFUND INSTRUCTIONS

\*\*\*\*\***IMPORTANT**\*\*\*\*\*

- Form RF100-65, Application for Refund must be submitted with an original signature and dated. No photocopied signatures will be accepted. Also, W-2 forms submitted must show federal taxable, social security and medicare wages (not just local wages) and the license tax withheld for each separate jurisdiction. Also, attach a copy of any year end earnings summary statements.
- The due date for employer payroll information is March 1, 2018. Therefore, to allow adequate verification of payroll amounts, ***refund processing will begin after March 15, 2018.*** Please allow 6-8 weeks for processing.

Line 1: Enter the "Total Gross Compensation", the amount before any deductions, for 2017. This includes income from salaries, wages, bonuses, severance and/or termination pay, deferred compensations and/or pension plans, cafeteria plans, etc. and amounts received for approved leave including, but not limited to, vacation, sick or holiday pay.

Line 3: Deduct Line 2 from Line 1. Enter the result on Line 3.

Line 4: Enter the actual amount of license fee withheld from your compensation for the year.

Line 6: Multiply Line 3 by the license fee rate on Line 5. Enter the result on Line 6.

Line 7: Deduct Line 6 from Line 4. Enter the result on Line 7. This is the amount of your refund.