

F-SS-4 City of Flint Income Tax Division Employer's Withholding Registration

Complete this registration form if required to withhold or voluntarily withholding and:

- 1) Started a new business 2) Purchased an ongoing business 3) Started doing business in the City of Flint 4) Changed the type of business ownership (e.g. from sole proprietorship to partnership, incorporating a sole proprietorship or partnership)

Employers that are required to register and withhold:

- 1) Employers having a location in the City of Flint 2) Employers doing business in the City of Flint, even though they are not located in the City.

Withhold Tax from Wages Paid to the Following Employees:

- 1) All residents of the City of Flint whether or not they work in the City 2) All non-residents who work in the City of Flint. Withhold only on wages earned in the City of Flint

Online Withholding Site for Flint: WWW.CITYOFFLINT.COM

Mail to: City of Flint Income Tax Dept., Attn: Withholding Section, PO Box 529, Eaton Rapids, MI 48827-0529
Fax to: (517) 663-6141 City of Flint Income Tax Dept. Attn: Withholding Section
Email to: IncomeTax@CityofFlint.com Attn: Withholding Section

1. TRADE NAME:		<u>Employer's Federal Identification Number</u>	
2. OWNER'S NAME: (IF DIFFERENT FROM TRADE NAME)			
3. MAIN OFFICE MAILING ADDRESS:			
4. FLINT ADDRESS:			
5. (CHECK TYPE OF ORGANIZATION) <input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER		6. LOCAL TELEPHONE #	7. EMAIL ADDRESS
7. NO. EMPLOYEES		8. ACCOUNTING PERIOD <input type="checkbox"/> CALENDAR YEAR <input type="checkbox"/> FISCAL YEAR ENDING	
9. IF THIS BUSINESS WAS PREVIOUSLY OWNED BY ANOTHER EMPLOYER PRINT NAME BELOW:		10. GIVE THE DATE THE BUSINESS WAS ACQUIRED BY CURRENT EMPLOYER	
SIGNATURE _____		TITLE _____	DATE _____

For more information email IncomeTax@CityofFlint.com or call the Income Tax Division at (810) 766-7015. You can also refer to the Income Tax Ordinance, Income Tax Withholding guide at WWW.CITYOFFLINT.COM