

Jan 04, 2024
789-4

RITA Account Number:

Dear Urbana Residents and Businesses:

Effective February 1, 2024, the Regional Income Tax Agency (RITA) will begin collecting municipal income tax for the City of Urbana.

What is the Regional Income Tax Agency, also referred to as RITA?

Formed in 1971, RITA is a governmental agency established under Chapter 167 of the Ohio Revised Code to administer municipal income tax for cities and villages throughout the State of Ohio.

RITA's shared services offer municipalities a comprehensive, efficient and effective solution for income tax collection that results in cost savings and increased tax collections.

Why is RITA sending you a letter?

The City of Urbana chose RITA to administer its municipal income tax collections for its ability to offer residents and businesses free online services and its ability to maximize the City's collection efforts. RITA will be responsible for the administration and collection of all municipal income taxes and will serve the City of Urbana in this capacity.

What do you need to do?

For Residents:

After February 1, 2024, all Urbana tax payments and tax returns for **current and prior tax years**, are to be sent to RITA. We encourage you to utilize RITA's free and simple online services, FastFile, FastPay, and MyAccount to file and pay your municipal income tax. Beginning February 1, 2024, residents will have access to RITA's FastFile and FastPay applications – with no login, user ID or password needed. Beginning March 1st, residents will have access to RITA's MyAccount applications. Visit ritaohio.com to access FastFile, FastPay, MyAccount and tax forms.

For Businesses:

If you have an existing account with RITA and are already remitting withholding taxes for another RITA municipality, simply add the Urbana withholding tax payment to the employer withholding return (Form 11). Beginning March 1st, businesses will have access to RITA's MyAccount applications. Visit ritaohio.com to access MyAccount and other tax forms.


Your account number is located at the top of this letter and should be used when contacting RITA or submitting payments or forms.

If you have any questions regarding your City of Urbana income tax, please contact RITA's customer service representatives at 800-860-7482.

Sincerely,



Chris Boettcher, Finance Director
City of Urbana



Amy Arrighi, Executive Director
Regional Income Tax Agency