City of Lebanon
FORM 541Q

EMPLOYER'S QUARTERLY RETURN
LEBANON OCCUPATIONAL LICENSE FEE WITHHELD

1. Total salaries, wages, commissions, and other compensation paid employees this quarter				10. Total No. employees subject to Lebanon license fee this quarter	
2. Amount included in line 1 which was paid for services outside of Lebanon					
3. Compensation subject to Lebanon license fee (line 1 less line 2)				11. Summary of monthly payments	
4. Lebanon license fee payable (1% of line 3)				Date Paid	Amount
5. Monthly payments made (from item 11)					
6. Balance due with this return (line 4 less line 5)					
7. Penalty (See instruction - line 7)					
8. Interest (12% per annum)					
9. Total amount due (sum of lines 6, 7, and 8)					
Employer's Name and Address:					
				TOTAL (to line 6)	
Tax ID #					

I declare that to the best of my knowledge this is a true, correct, and complete return.

Date Signed_____ Signature_____Title_____

Make checks payable and mail return to Tax Administrator, City of Lebanon, PO Box 840, Lebanon, KY 40033 **Return for quarter ended**_____

INSTRUCTIONS

The return is for a period of three calendar months ended March 31, June 30, September 30, or December 31 and is due on or before the last day of the month following the end of the quarter.

Line 1: Enter total compensation paid during the quarter, regardless of when or where earned.

Line 2: Enter the amount included in line 1 which represents payment for services performed or work done outside Lebanon. The employer must maintain adequate records to substantiate this amount.

Line 5: See instructions on Form 501 for monthly payment requirement. Summarize monthly payments (if required) made this quarter in item 11: transfer total to line 5.

Line 7: A penalty of 5% is imposed for each month or fraction thereof after the due date of the return during which the license fee remains unpaid.

Line 8: Interest accrues on unpaid license fees at a rate of 12% per annum from the due date of the return until paid.

More detailed information for employers may be obtained from the Tax Administrator, City of Lebanon, P.O. Box 840, Lebanon, KY 40033