

## Subpoena letters mailed Jeffersonville

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From: Dmitruk, April (admitruk@ritaohio.com)  
To: jeffvlfo@yahoo.com  
Cc: dmaria@ritaohio.com; memberservices@ritaohio.com  
Date: Wednesday, September 15, 2021, 06:41 AM EDT

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Good Morning,

Approximately 360 administrative subpoenas will be mailed today to taxpayers that neglected to file a municipal income tax return for your municipality. All of the taxpayers that will receive the subpoenas were first issued a non-filing notice and were given an opportunity to respond before a subpoena was issued.

**If you have not already done so we strongly suggest you share the details of this program with your mayor and members of council as they may receive phone calls from residents who receive a subpoena.**

Taxpayers should respond by the due date on the Subpoena by simply e-filing the requested returns or exemptions at: [www.ritaohio.com](http://www.ritaohio.com), or mailing/ faxing the information to RITA.

**If you are updating your website to publicize the delinquency program, please promote e-filing the prior returns or exemptions on line and post the mailing address and fax number listed below.**

**Reminder:**

Should taxpayers provide any responsive documents directly to you (including W2s, schedules, completed returns or checks), you must submit those documents to RITA using only the following address or fax number:

Attn: Compliance Department 198

Regional Income Tax Agency

PO BOX 470538

Broadview Heights, OH 44147-0538 OR Faxing to: 440-922-3510

**Please do not submit documents directly to any of RITA's offices, to any specific individual at RITA or to any address or fax number that you may use for other RITA correspondence as this will result in a delay in our processing of the documents and could also result in the taxpayer receiving an unnecessary subpoena.**

Please feel free to forward this e-mail to your administration. If you have any questions please call or e-mail at your earliest convenience.