



City of Auburn

Home of Auburn University

RECONCILIATION OF RETURNS OF EMPLOYER'S OCCUPATION LICENSE FEE WITHHELD

Customer # _____

Customer Name/Address: _____

Filed for the year ending: _____ Due Date: January 1st Delinquent Date: January 31st

TOTAL AUBURN OCCUPATION LICENSE FEE WITHHELD AS SHOWN BY LINE 3 ON THE QUARTERLY EMPLOYER'S OCCUPATION LICENSE FEE WITHHELD RETURN

1ST QTR: _____ 2ND QTR: _____
3RD QTR: _____ 4TH QTR: _____

TOTAL WAGES PAID IN _____: \$ _____
TOTAL LICENSE FEES REMITTED IN _____: \$ _____
TOTAL NUMBER EMPLOYEES IN AUBURN: _____

A COPY OF THE W-3 (TRANSMITTAL OF WAGE & TAX STATEMENT) MUST BE SUBMITTED WITH THE RECONCILIATION REPORT. IF A W-3 IS NOT AVAILABLE, A SPREADSHEET DETAILING THE EMPLOYEE(S) NAME, SOCIAL SECURITY NUMBER, GROSS WAGE AMOUNT, AND ASSOCIATING OCCUPATIONAL LICENSE FEE WITHHELD MUST BE SUBMITTED.