Business Tax Return 2025

OR

FISCAL PERIOD _____ TO _____

Calendar Year Taxpayers file on or before April 15, 2026
Fiscal Year Due on 15th Day of 4th Month After Year End

Click on the fields below and type in your information. Then print the form and mail it to our office.

City of Cincinnati
Income Tax Division
PO Box 637876
Cincinnati OH 45263-7876
Phone: (513) 352-3847
E-file available at:
https://web2.civicacmi.com/Cincinnati

Did you file a City Return last year? ☐ YES ☐ NO	Is this a Consolidated Corporate Return? ☐ YES ☐ NO	Should your account be inactivated? ☐ YES ☐ NO If YES, please explain:

Account Number: FID #:

Name: Email:

Address:

City/State/Zip:

PLEASE PROVIDE CURRENT ADDRESS

Filing Status (Check one)
☐ C-Corporation
☐ S-Corporation
☐ LLC
☐ Partnership/Association
☐ Fiduciary (Trusts and Estates)

☐ Amended Return
☐ Refund (***Amount must be entered on Line 13 to be a valid refund request)***

Part A	**TAX CALCULATION**		
1.	Adjusted Federal Taxable Income (Enclose Copy of Federal Return) From Form _____ Line _____		$
2.	Adjustments (From Line L, Schedule X)……		$
3.	AFTI after Schedule X (Line 1 plus/minus Line 2)……		$
4.a	NOL (Net Operating Loss) deduction ……		$
4.a.1	Taxable Income before apportionment (Line 3 minus 4.a.) ……		$
4.b.	Apportionment percentage (From Step 5, Schedule Y) _____%……		
5.	Cincinnati taxable income (Multiply Line 4.a.1 by Line 4.b.) ……		$
6.	Other separately stated items. Cincinnati stock options deducted from adjusted federal taxable income and Cincinnati rental income or (loss)……....		$
7.	Amount subject to Cincinnati income tax (Line 5 plus or minus Line 6)……		$
8.	Cincinnati income tax (Multiply Line 7 by 1.8% [.018])……		$
9 a.	Estimates paid on this year's liability……..	$	
9 b.	Credits applied to this year's liability……..	$	
10.	Total payments and credits (Lines 9a + 9b) ……		$
11.	Tax due (Subtract Line 10 from Line 8) **(Amounts less than $10.00 are not due)** ……		$
12.	Overpayment (Line 10 greater than Line 8)……....	$	**Federal Extension filed** If yes, attach copy
13.	Amount to be refunded **(Amounts less than $10.00 will not be refunded)** …… **Check box for Direct Deposit request ☐ Enter Direct Deposit Information on Page 3**	$	Yes ☐
14.	Credit to next year……..	$	No ☐

Part B	**DECLARATION OF ESTIMATED TAX FOR 2026**	
15.	Total Estimated Income Subject to Tax……	$
16.	Cincinnati Estimated Income Tax Due (Multiply Line 15 by 1.8% [.018])……....	$
17.	Quarter One Estimated Tax Due Before Credits (at least 25% of Line 16)……..	$
18.	Less Credits (from Line 14 above) or Amounts Already Paid on This Year's Liability…….…….……....	$
19.	Net Estimated Tax Due if Line 17 Minus Line 18 is Greater Than Zero*……..	$
20.	**TOTAL AMOUNT DUE**—Combine Line 11 above with Line 19 **(Make checks payable to "City of Cincinnati" or pay online at https://web2.civicacmi.com/Cincinnati)**	$

**** See Instructions for Line 19 regarding subsequent estimated tax due dates.***
Failure to remit timely estimated payments will result in the assessment of interest and penalties.
If the total estimate due after applicable credits for 2026 is less than $200.00, then no declaration is required.

The undersigned declares that this return (and accompanying schedules) is a true, correct and complete return for the taxable period stated and that the figures used herein are the same as used for Federal Income Tax purposes and understands that this information may be released to the Internal Revenue Service.

Signature of Person Preparing Return PTIN

May the City Tax Division discuss this return with the preparer shown to the left? (☐) YES (☐) NO

Signature of Officer or Agent Date

Name of Person Preparing Return Phone Number

Name and Title Phone Number

SCHEDULE X—RECONCILIATION WITH FEDERAL INCOME TAX RETURN

ITEMS NOT DEDUCTIBLE	ADD	ITEMS NOT TAXABLE	DEDUCT
A. Capital Losses (Sec. 1221 or 1231 included)		H. Capital Gains……	
B. Taxes on or measured by net income		I. Intangible income ……..	
C. Guaranteed Payments to partners, retired partners, members or other owners.		J. Other income exempt (Explain)……	
D. Expenses attributable to non-taxable income (5% of Line I.)		……	
E. Real Estate Investment Trust Distributions……		……	
F. Other……..		……	
……		……	
……		……	
G. Total Additions……..	$	K. Total Deductions……	$

L. Deduct Line K from Line G. Insert the net amount as an addition (or deduction) on Part A, Line 2 $_____

SCHEDULE Y—BUSINESS APPORTIONMENT FORMULA

		a. Located Everywhere	b. Located in Cincinnati	Percentage (b / a)
STEP 1.	Original cost of real and tangible personal property……			
	Gross annual rentals paid multiplied by 8……..			
	TOTAL STEP 1……..			
STEP 2.	Wages, salaries, and other compensation paid *See Schedule Y-1……..			
STEP 3.	Gross receipts from sales made and services performed……			
STEP 4.	Total percentages (Add percentages from Steps 1-3)			
STEP 5.	Average percentage (Divide total percentage by number of percentages used—Carry to Part A, Line 4)			

*SCHEDULE Y-1 RECONCILIATION TO FORM W-3 (WITHHOLDING RECONCILIATION)

Total wages allocated to Cincinnati (from Federal Return or apportionment formula)……	$
Total wages shown on Form W-3 (Withholding Reconciliation)……	$

Please explain any difference:

_____

_____

Are there any employees leased in the year covered by this return? ☐ YES ☐ NO

If YES, please provide the name, address and FID number of the leasing company.

Name:_____

Address:_____

FID Number:_____

DIRECT DEPOSIT INFORMATION
(REFUNDS ONLY)

For convenience and accuracy, we recommend that taxpayers have the refund direct deposited to a bank account. Enter banking information below. Requesting a check to be mailed could result in delays receiving your refund. (This information is for the refund only and not for tax due amounts.)

Routing #																	
Account #																	

Checking ☐ Savings ☐

CITY OF CINCINNATI 2025
BUSINESS INCOME TAX RETURN INSTRUCTIONS

Office Phone: (513) 352-3847 Website: www.cincinnati-oh.gov/citytax
Mail to: PO Box 637876, Cincinnati OH 45263-7876

Returns must be filed by everyone required to submit a Declaration of Estimated Tax, even though the Declaration was accurate and paid in full.

Returns filed after the due date of the return will be assessed a one-time late filing penalty of $25.00

Net Operating Loss (NOL):
For taxable years beginning in 2023 and after the full amount of the Net Operating Loss allowed by CMC 311-21 (a) without regard to the limitation of CMC 311-21 (h).
{See Tax Year 2022 Instructions for details on NOL deduction and limitations for tax years 2018-2022.}

Extensions:

In Part A, indicate if a Federal Extension was filed.

This form is to be used by all entities other than sole proprietorships and single member limited liability companies. Sole proprietors and single member limited liability companies must file on the Individual Income Tax Return.

General Instructions:
If you are filing for any year other than 01/01/2025 through 12/31/2025, indicate the year of the tax return with beginning and ending dates. Fiscal year taxpayers should use the beginning year of the fiscal period as the year of the tax return.

1. If you received a pre-printed form containing incorrect information, make the necessary corrections to the form. If the form is not pre-printed, please enter the information in the spaces provided for name, address and EIN/FID number.
2. Complete the box that pertains to the filing of a city return in the previous year, the consolidated corporate return question and whether or not the account should be inactivated. If your account should be inactivated, provide an explanation. If this is a final return, give the reason why. If you sold the business, provide the name, address and phone number of the purchaser on a separate attachment.
3. Check the appropriate box that corresponds to the filing status of the business.
4. If you are amending a tax year, place an "X" in the box marked AMENDED and be sure to indicate the year that you are amending in the space provided. Include your amended Federal Return or documentation pertaining to the Internal Revenue Service Audit.

Part A –TAX CALCULATION

LINE 1: Enter the Adjusted Federal Taxable Income (AFTI). As defined by Ohio Revised Code (ORC) 718.01 AFTI means a C-Corporation's federal taxable income before net operating losses and special deductions. Other business entities must compute the AFTI as if they were a C-corporation. Generally this is the line titled "Income/ (Loss) Reconciliation" on the Schedule K of the Form 1120S for subchapter S-Corporations or Line 1 page 6 of the Form 1065 Analysis of Net Income (Loss) for partnerships and limited liability companies.

LINE 2: Enter the total adjustments from Schedule X.

LINE 3: Line 1 plus or minus Line 2.

LINE 4.a: NOL Deduction (50% limitation ended 12/31/22). Operating losses may be carried forward for a maximum period of five tax years. An explanatory schedule is required to support any adjustments made on this line.

Line 4.a.1: Line 3 minus 4.a is taxable income before apportionment

LINE 4.b: Enter the apportionment percentage from Step 5 of Schedule Y.
(See CMC Section 311-17, Rules and Regulations R17 and ORC 718.02)

LINE 5: Multiply Line 4a.1 by Line 4b

LINE 6: The amount entered in this space should include the amount of stock option compensation included in adjusted federal taxable income for Cincinnati employees and Cincinnati rental income or loss.

LINE 7: Line 5 plus or minus Line 6.

LINE 8: Multiply Line 7 by 1.8% (.018)

LINE 9a: Enter the amount of estimated tax payments including any amounts paid with an extension. Estimated payments may be subject to the underpayment of estimated tax penalty. Businesses must remit quarterly estimates equal to 100% of the prior year's tax or 90% of the current year's tax.

LINE 9b: Enter the amount of the overpayment from prior years credited to 2025 and the amount of certified Jobs Credits.

LINE 10: Line 9a plus Line 9b.

LINE 11: If Line 8 is greater than Line 10, enter the tax due. **(Amounts less than $10.00 are not due)**

LINE 12: If Line 10 is greater than Line 8, enter the overpayment.

LINE 13: Enter the amount to be refunded. **(Amounts less than $10.00 will not be refunded)**

LINE 14: Enter the amount to be credited to tax year 2026 estimated tax liability.

Part B – DECLARATION OF ESTIMATED TAX FOR 2026

The taxpayer shall base the estimated tax on the preceding full year's tax liability, or on the preceding three-month period, annualized for the remainder of the year, and updating this estimate by amendment as necessary each succeeding three-month period so that at least 90 percent of the annual Cincinnati tax liability to be ultimately determined shall have been paid by estimate within one month following the close of the tax year. ***If the total estimate due after applicable credits for 2026 is less than $200.00, then no declaration is required to be filed.***

LINE 15: Enter the amount of estimated income for 2026 using one of the two safe harbors above.

LINE 16: Enter the total estimated tax due for 2026

LINE 17: Divide Line 16 by 4 to determine the amount of estimated tax for the first quarter.

LINE 18: Enter the amount of credits from Line 14.

LINE 19: Enter and remit the net estimated tax due if Line 17 minus Line 18 is greater than zero. This is the first of four quarterly estimated tax payments. The second payment is due on the 15th day of June, 2026 and is equal to the total estimated tax on Line 16 divided by 4 less any overpayment still available from prior years. The third payment is due on the 15th day of September, 2026 and the final estimated payment is due on the 15th day of January, 2027. The due dates for taxpayers filing on a calendar year other than 1/1/25 - 12/31/25 are the 15th day of the 6th, 9th ans 12th months after the beginning of the taxable year.

LINE 20: Combine Line 11 and Line 19 to determine the total amount due.

Payment options:

By mail: Check, Cashier's Check or Money Order payable to "City of Cincinnati"
In office: Check, Cashier's Check or Money Order payable to "City of Cincinnati" or Cash
Pay online at https://web2.civicacmi.com/Cincinnati * with credit card (2.5% service fee) or bank account

*Payment website is maintained by a 3rd party vendor

Schedule X – Reconciliation with the Federal Return

A. Enter the amount included in Line 1 of the Business Tax Return related to the sale, exchange, or other disposition of an asset described in section 1221 or 1231 of the Internal Revenue Code. This includes the 1231 loss reported on Form 4797.
B. Enter any taxes on or measured by net income included as a deduction in computing Line 1 of the Business Tax Return.
C. Enter any guaranteed payments or similar payments made to partners, members or other owners that were deducted in arriving at the income amount on Line 1. This includes amounts related to self-employed retirement plans and health or life insurance for an owner or owner-employee.
D. Enter 5% of the intangible income included in Line 1 of the Business Tax Return that is not directly related to the sale, exchange or other disposition of property described in Section 1221 or 1231 of the Internal Revenue Code.
E. Add Real Estate Investment Trust distributions allowed as a deduction in the computation of Federal Taxable Income.
F. Other. Please provide a complete explanation. Examples: losses from flow-thru entities, 10% charitable contribution limitation.
G. Add Lines A through F.
H. Enter the amount of the income that is included on Line 1 of the Business Tax Return that is directly related to the sale, exchange, or other disposition of an asset described in Section 1221 or 1231 of the Internal Revenue Code less the income and gain included in this amount that is described in Section 1245 or 1250 of the Internal Revenue Code.
I. Enter the total amount of intangible income included in Line 1 of the Business Tax Return that is **not** directly related to the sale, exchange or other disposition of property described in Section 1221 or 1231 of the Internal Revenue Code. Intangible income generally includes, but is not limited to interest, dividends, copyrights and patents. For further clarification, refer to Section 311-9-I2 of the Cincinnati Municipal Code.
J. If Line 1 of the return includes other income exempt from municipal tax, enter on this line and provide an explanation.
K. Add Lines H-J.
L. Deduct Line K from Line G. Insert the net amount as an addition (or deduction) on Part A, Line 2.

Schedule Y – Apportionment to Cincinnati (CMC 311-17)

For tax years starting on or after January 1, 2023, alternative methods may be used by businesses employing remote workers as set forth in ORC 718.021 and CMC 311-17.

Step 1. Compute the percentage of the original average cost of the real and tangible personal property owned or used by the taxpayer in the City of Cincinnati during the taxable period to the original average cost of all of the real and tangible personal property owned or used by the taxpayer during the same period, wherever situated. If the records showing the value of mobile tangible personal property owned or used in the City of Cincinnati are not available, the business may use the sales factor percentage derived in Step 3 as the determinant for mobile equipment in Step 1.
Real property shall include property rented or leased by the taxpayer. The value of such property shall be determined by multiplying the annual rental thereon by eight.
Step 2. Compute the percentage of total personal compensation paid during the period for services performed in the City of Cincinnati to total personal compensation paid during the same period for all business locations. Do not include amounts paid to contractors.
Step 3. Compute the percentage of the gross receipts of the business or profession from sales made and services performed during the taxable period in the City of Cincinnati to gross receipts of the business or profession during the same period from sales and services, wherever made or performed.
Step 4. Calculate the total of the percentages derived in Steps 1 through 3.
Step 5. Divide the total derived in Step 4 by the number of percentages used. Insert this percentage on Part A, Line 4 of the return.