



# REQUEST FOR NON-RESIDENT REFUND FORM

If you are not a Springboro resident and are requesting a refund of Springboro taxes withheld from your wages, please complete this brief survey to let us know the circumstances that led to the excess withholding. Once we know your situation, we'll send you the appropriate form to request the actual tax refund.

First name	Last name
Current Street address	City/State/Zip
Phone number (        )	Email

**I am requesting a non-resident refund of taxes withheld because (check ONE):**

- My employer is based in Springboro and Springboro tax was withheld from my wages. But, in 2021, my work was relocated to a different jurisdiction on a temporary or permanent basis because of COVID work restrictions. NOTE: Ohio law does not allow for refunds as a result of COVID-related work relocations for tax year 2020.
- My employer withheld Springboro tax on all my wages, but some days I reported to work sites outside of the City or was traveling for business.
- I work for the Clearcreek Fire District. I worked some shifts in fire stations outside the City limits during the year.
- I forgot to tell my employer when I moved out of Springboro; the company continued to withhold Springboro courtesy tax from my wages after I was no longer a resident.
- My employer withheld Springboro tax from my wages in error, or withheld more than was actually due.
- Other (indicate reason): \_\_\_\_\_  
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