



Knox County Fiscal Court



Office of Occupational License Fee Administrator

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RECONCILIATION OF OCCUPATIONAL LICENSE FEE WITHHELD

This form must be submitted annually if wages were paid in Knox County.

The form must be submitted by February 28th of the following year.

ACCOUNT NUMBER _____

NAME _____

ADDRESS _____

| COLUMN A TOTAL PAYROLL | COLUMN B SUBJECT PAYROLL | COLUMN C FEE PAID KNOX COUNTY |
|----------------------------|--|-------------------------------------|
| 1 ST QUARTER \$ | \$ | \$ |
| 2 ND QUARTER \$ | \$ | \$ |
| 3 RD QUARTER \$ | \$ | \$ |
| 4 TH QUARTER \$ | \$ | \$ |
| TOTAL \$ | \$ | \$ |
| | LINE 1 TOTAL FEE WITHHELD PER W-2'S | \$ |
| | LINE 2 FEE NOT WITHHELD BUT PAID BY EMPLOYER | \$ |
| | LINE 3 TOTAL LINES 1 AND 2 | \$ _____ |
| | LINE 4 OVER (UNDER) PAYMENT | \$ |

ENTER TOTAL GROSS PAYROLL BEFORE ANY DEDUCTIONS IN COLUMN A. IN COLUMN B ENTER SUBJECT PAYROLL WHICH IS GROSS LESS ANY PAYMENTS FOR SERVICES OUTSIDE KNOX COUNTY. GROSS PAYROLL INCLUDES WAGES, SALARIES, COMMISSIONS, OR ANY OTHER FORM OF REMUNERATION PAID OR PAYABLE BY AN EMPLOYER FOR SERVICES PERFORMED BY AN EMPLOYEE, WHICH ARE REQUIRED TO BE REPORTED FOR FEDERAL INCOME TAX PURPOSES. TOTAL COLUMNS A, B, AND C. AND ENTER THE TOTAL FEE WITHHELD PER THE LISTING OR THE KNOX COUNTY FEE WITHHELD PER THE W-2'S ON LINE 1. IF FOR SOME REASON AN EMPLOYER PAID THE FEE BUT DID NOT WITHHOLD THE FEE, ADD THAT AMOUNT AND ENTER ON LINE 2. ADD LINES 1 AND 2 AND ENTER THE TOTAL ON LINE 3. SUBTRACT LINE 3 FROM THE TOTAL OF COLUMN C AND ENTER OVERPAYMENT OR UNDERPAYMENT ON LINE 4.