

**CITY OF DAYTON, OHIO**

DEPARTMENT OF FINANCE  
DIVISION OF REVENUE & TAXATION



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**IMPORTANT NOTICE REGARDING ACH PAYMENT PROGRAM**

As you know, the City of Dayton instituted a change in its processes by introducing an electronic filing requirement for withholding taxes. Since that time, we have been working to make sure we have both ACH Credit and ACH Debit options in place.

Because it has taken us much longer than we had anticipated in implementing both options, we will be extending the original compliance deadline of July 15, 2006. The compliance deadline is now effective with the October 2006 payment, which is due *on or before* **November 15, 2006**.

We apologize for the inconvenience these delays have caused, and we do appreciate your patience as we continue our implementation work. As promised, if you have chosen the ACH Credit option, you will receive the layout specifications and our banking information as soon as it is available. Likewise, if you have chosen the online payment option (ACH Debit), we will forward your login information as soon as the website has been fully implemented and tested.

If you have any questions or need any additional information, please contact Carolyn Jordan by phone at (937) 333-3531 or by e-mail at [carolyn.jordan@cityofdayton.org](mailto:carolyn.jordan@cityofdayton.org).

Sincerely,

Department of Finance  
Division of Revenue & Taxation  
Compliance Section