

1. Total salaries, wages, commissions, and other compensation paid employees this quarter		
2. Amount on line 1 subject to Washington County Fee		
3. Washington License Fee Payable (3/4 of 1% of line 2)		
4. Adjust for Fractions		
5. Interest		
6. Total Amount Due (Sum of lines 3, 4 and 5)		
7. Total Number of Employees subject to Washington License Fee this quarter		

I declare this is a true, correct and complete return for the quarter ending _____
Company Name _____ Signature _____ Date _____ Title _____

INSTRUCTIONS FOR COMPLETING YOUR RETURN

The return is for a period of three calendar months ending March 31, June 30, September 30 or December 31, and is due on or before the last day of the month following the end of the quarter.

- Line 1: Enter total compensation paid during the quarter, regardless when or where earned.
- Line 2: Enter the amount included in Line 1 which represents payments subject to the Washington Co. License Fee. The employer must maintain adequate records to substantiate this amount.
- Line 5: Interest accrues on unpaid license fees at a rate of 12% per annum from the due date of the return until paid.

Make checks payable and mail with this card to:

Washington Occupational License Administrator (WCOTA), P.O. Box 228, Springfield, KY 40069 • (859) 336-5430
More detailed information for employers can also be obtained from this office.