



Office of the Program Director

State of Ohio  
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November 2, 2004

Dear Municipal Tax Administrator:

The Ohio Business Gateway Municipal Tax Project team continues to work toward the 2005 rollout of the municipal tax filing application. It is my hope that you are keeping up-to-date about the project through our project web site (<http://munitax.obg.ohio.gov>) as well as through communication with your colleagues who participate in the discussion forums.

As you know, transferring business tax payments directly into bank accounts owned by municipalities is at the cornerstone of our application. Doing so ensures that municipalities retain full control over their taxpayer funds, and it also leverages relationships already in place between municipalities and their banking partners. In order for OBG to begin accepting business taxpayer filings and payments for your municipality in 2005, you must have an account relationship with your banking partner that includes the ability to process ACH debit payments. If you have not already done so, I encourage you to contact your banking representative to discuss how electronic payments made through OBG can be integrated into your existing banking processes. A high-level Funds Transfer Process Overview document is available on the project web site (<http://munitax.obg.ohio.gov/taxadmindetails.stm>) to assist both you and your banking partner. Please keep in mind that the project team respects the relationship you have with your banking partner, and therefore we will neither speak nor negotiate on your behalf regarding the features or servicing of your account.

As outlined in Funds Transfer Process Overview document, the project team is speaking with the banks to help them understand the overall project. We are contacting experts at the banks, especially those banks that service many municipalities, so that they will be able to assist their representatives who interact directly with account holders like you. Most importantly, our goal is to ensure that OBG can produce the necessary data files that will be required by your bank in order to process electronic payments and transfer funds to your account. There are approximately 100 banks that we will be contacting, and we are well underway on this effort. Even if we haven't yet introduced the project to experts at your bank, I still encourage you to contact your banking representative.

I am looking forward to 2005 and the benefits that this project will offer you and your business tax filers. If you have any questions about the project or the Ohio Business Gateway, I invite you to contact the Municipal Tax Project team at 614-644-8018 or send email to [obg@ohio.gov](mailto:obg@ohio.gov). I also encourage you to continue to visit the project web site (<http://munitax.obg.ohio.gov>) for more detailed information.

Sincerely,

Joe Zapotosky  
Program Director  
Ohio Business Gateway