

**GALLATIN COUNTY FISCAL COURT  
RECONCILIATION OF LICENSE FEE WITHHELD  
DURING YEAR ENDED**

\*PLEASE MAKE A COPY OF THIS FORM FOR YOUR RECORDS\*

**HOW TO RECONCILE YOUR PAYROLL WITHHOLDING:**

Enter under TOTAL PAYROLL the quarterly totals of all employees for services within Gallatin County. All compensation, i.e., Vacation, Sick, and Holiday Pay, is to be included in the payroll totals.

	TOTAL PAYROLL	TAXABLE PAYROLL		TOTAL TAX
1. 1st Quarter ended Mar. 31.....	\$ _____	\$ _____	X 1% =	\$ _____
2. 2nd Quarter ended June 30.....	\$ _____	\$ _____	X 1% =	\$ _____
3. 3rd Quarter ended Sept. 30.....	\$ _____	\$ _____	X 1% =	\$ _____
4. 4th Quarter ended Dec. 31.....	\$ _____	\$ _____	X 1% =	\$ _____
5. <b>TOTAL ALL QUARTERS</b> .....	\$ _____	\$ _____		\$ _____

6. Actual withholding payments made quarterly on Occupational Tax Form..... \_\_\_\_\_

7. Difference between lines 5 and 6 (if any, check applicable block below)..... \_\_\_\_\_

8. Number of employees \_\_\_\_\_ Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Account Number

Federal ID No.

Phone Number

Any balance due is to be paid and shown on GCQ Form line 5, as an adjustment.

Any overpayment is to be:

credited to next quarter

refunded

GCQ2A

**File with 4th Quarter Return/January 31 Remit copies of W-2's or wage listing**

