## **Ohio New Hire Reporting Form**

Effective October 1, 1997 Ohio Revised Code Section 3121.89-3121.8911 requires all Ohio Employers, both public and private, to report all newly hired, rehired, or returning to work employees to the State of Ohio within 20 days of hire or rehire date.

Information about new hire reporting and online reporting is available on our Web site: <a href="www.oh-newhire.com">www.oh-newhire.com</a>

Send completed forms to: Ohio New Hire Reporting Center	To ensure the highest level of accuracy, please print neatly in capital letters and avoid contact with the edges of the boxes.
PO Box 15309	The following will serve as an example:
Columbus, OH 43215-0309 Fax: (614) 221-7088 or toll-free fax 1 (888) 872-1611	A B C 1 2 3
EMPLOYER INFORMATION	
Federal Employer ID Number (FEIN) (Please use the same FEIN as the listed employee's quarterly wages will be reported under):	
Employer Name:	
Employer Address (Please indicate the address where the	Income Withholding Orders should be sent).
Employer City:	Employer State: Zip Code (5 digit):
	on: Employer Fax (optional):
Email:	
EMPLOYEE INFORMATION	
Employee Social Security Number (SSN)	
	Employee State of Hire:
Employee First Name:	Middle Initial:
Employee Last Name:	
Employee Address:	
Linployee Address.	

REPORTS WILL NOT BE PROCESSED IF REQUIRED INFORMATION IS MISSING

Date of Birth:

Questions? Call us at (614) 221-5330 or toll-free 1 (888) 872-1490

This form may be duplicated

**Employee State:** 

Is this employee an Independent Contractor?

Zip Code (5 digit):

No

Yes

**Employee City:** 

Date of Hire: