

EMPLOYER/SCHOOL DISTRICT WITHHOLDING APPLICATION (Form IT-1)

As employers are mandated to file returns electronically, the Department strongly recommends that you apply for your Ohio employer/school district withholding account electronically using the Gateway. At the time of your registration, you will be setting up your Gateway account which will prepare you to file your quarterly, monthly or partial weekly returns as well as your annual reconciliations.

Please follow the link below to get started with the registration process where you can obtain your account immediately:

<https://gateway.ohio.gov>



Or if you prefer to mail in a paper application, please use the link below to obtain the PDF fill-in version of Form IT 1.

* **Note:** Processing of a paper application may take up to six weeks.

https://www.tax.ohio.gov/portals/0/forms/employer_withholding/Generic/WTH_IT1_FI.pdf