Reminder: The Village Offices will be closed the following days in December & January:
- Monday, December 25th
- Monday, January 1st

R.I.T.A - Regional Income Tax Agency:
What are the due dates for estimated municipal income taxes?
Estimated payments are due quarterly as follows:
- **1st Quarter** – On or before the fifteenth day of the fourth month after the beginning of each fiscal year
- **2nd Quarter** – On or before the fifteenth day of the sixth month after the beginning of the taxable year.
- **3rd Quarter** – On or before the fifteenth day of the ninth month of the taxable year.
- **4th Quarter** – On or before the fifteenth day of the twelfth month of the taxable year.

Log onto [https://www.ritaohio.com](https://www.ritaohio.com) to learn more.

MESSAGE FROM THE VILLAGE ADMINISTRATOR:
Utility Department employees will be removing all permanent deduct meters. The removals will begin November 1st, 2017 and continue through June 1st, 2018. Temporary deduct meters will still be available to residents upon request. If you have any questions, please call the Village Administrative Office at 614-837-2031.

**Snow Removal Policy:**
- Do not shovel snow from parking lots & driveways onto the streets or bike paths
- Pile shoveled snow to the right of your driveway (as you face street)
- Keep children away from the snow plows
- Do not build igloos, caves or other snow structures close to street
- Keep parked cars off streets
- Keep snow removed from around your mailbox
- Clear public sidewalks ASAP (as required of residents & business owners per ORC723.011)

Mailboxes – Residents should prepare mailboxes for the winter by tightening screws and ensuring the post and the box are secure enough to endure large amounts of thrown snow.

**Please note that our Village office hours have changed**
- Monday – Thursday 8:00 a.m. – 4:00 p.m.
- Friday – By appointment only

Acceptable payments for Water/Sewer Bills:
- Check or Money Order via mail or at Village Office
- Point & Pay Online with Credit/Debit card or ACH
- Cash payments are **not** accepted
With the holiday season upon us, many people increase their online ordering. This presents an opportunity for thieves to steal packages from porches. Oftentimes, these criminals will shadow delivery trucks and retrieve packages after they have been dropped off. The Lithopolis Police Department will increase their neighborhood patrols during this time in an effort to deter these porch pirates. Here are some tips to prevent becoming a victim.

- Choose a delivery time when you know somebody will be home.
- Choose an alternate location for delivery, such as your place of employment or a trusted friend or neighbor.

Use the UPS Store in Canal Winchester as a delivery option. Check their website for details. [https://canalwinchester-oh-2968.theupsstorelocal.com/](https://canalwinchester-oh-2968.theupsstorelocal.com/)

- Install a smart security camera at your front door.

- Make sure that you don't mail cash. Thieves will target mail delivery to look for greeting cards. These greeting cards will often contain cash or gift cards.

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The UPS Store - #2968, CANAL WINCHESTER, OH

canalwinchester-oh-2968.theupsstorelocal.com

Everyone needs a helping hand every now and then. Sign up for our email program today and enjoy 15% off your next online print purchase.