

2-Feb-08

Dear Taxpayer:

We have **processed a request to change your on-line information** with RITA.

If you did not request this change, please contact RITA between 8 a.m. and 5 p.m. Monday through Friday:

* By Phone:

Cleveland Area Office:

General Information/Taxpayer Assistance (440) 526-090
ext 5002
Toll Free in Ohio (800) 860-748
ext 5002
Fax (440) 526-881
TDD (440) 526-533

Central Ohio Office:

Taxpayer Assistance (614) 538-051
Fax (614) 538-001

Youngstown Office:

Taxpayer Assistance (330) 743-3400
Fax (330) 743-3686

* In Person:

Cleveland Area Office:

Regional Income Tax Agency
10107 Brecksville Road
Brecksville, Ohio 44141

Central Ohio Office:

Regional Income Tax Agency
3366 Riverside Drive Suite 100
Upper Arlington, Ohio 43221

Youngstown Office:

Regional Income Tax Agency
20 Federal Plaza West, Suite M-14
Youngstown, Ohio 44503

Sincerely,

Regional Income Tax Agency

Sample On-line Change Letter:

RITA has sent you this letter for ONE of the following reasons:

1. If **you registered for the first time** to use RITA's eFile applications, you are considered a new user and you were required to establish a NEW logon ID and password.
2. If you are a previously registered eFile user and **you are utilizing the eFile applications for the 1st time in a new calendar year**. The iLogon requires you to change your password.
3. If **you changed your password yourself**.