



Employees who work outside of Lexington, KY should complete the [Local City Tax Form](#).

### Complete the Form:

**Route the Form:** After obtaining departmental level signatures, route the form to the CAFE Business Center. Please note that electronic signatures are acceptable.

**Additional Tools:** Click [here](#) to access a list of City and County Taxes in Kentucky.

**Tips:** Please review [pay statements](#) to ensure that the local tax information has been set up correctly.