

# BOROUGH OF CHURCHILL

## LOCAL SERVICES TAX FORM

Number of Employees or Owners subject to tax: \_\_\_\_\_

\*Tax Payment: # subject to tax - \$1.00 per week \_\_\_\_\_

\*Listing of employee's name, address, & social security # must be attached \_\_\_\_\_

Total Payments enclosed: \_\_\_\_\_

Please print or type your company's information in the box below:

Name	Address	City	Zip

### ***INSTRUCTIONS:***

***Definition:*** This is a tax on all who are employed in Churchill, regardless of where they reside. Only valid proof of income with a filed LST EXEMPTION FORM for the tax year will exempt withholding the tax for the calendar year. Your return will not be considered filed without providing name, address, and social security number of each employee.

***Tax:*** \$1.00 per week up to \$52.00 per calendar year. This tax replaces the Emergency Service Tax as of January 1, 2008.

***Due Dates:*** 1<sup>st</sup> Qtr. – 4/30, 2<sup>nd</sup> Qtr. – 7/31, 3<sup>rd</sup> Qtr. – 10/31, 4<sup>th</sup> Qtr. – 1/31 - For all persons newly employed after January 1<sup>st</sup>, the tax is due thirty (30 days) following the end of the quarter in which employed or compensation is payable.

***Interest & Penalty:*** If for any reason the tax is not paid when due, interest at the rate of 6% on the amount of such tax shall be calculated beginning with the due date of the tax and a penalty of 5% shall be added to the flat rate for nonpayment thereof. (Ordinance No. 702)

***Instructions:*** Complete form, attach employee information sheet, and make a copy of this form before mailing the signed original. Make check payable to the Borough of Churchill. Mail to: 2300 William Penn Highway, Pittsburgh, PA 15235.

***Direct Inquiries to:*** Borough of Churchill, 2300 William Penn Highway, Pittsburgh, PA 15235  
(412) 241-7113 (412) 241-0503 (Fax) [office@churchillborough.com](mailto:office@churchillborough.com)

***I hereby certify the information in this return is true and correct to the best of my knowledge.***

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*