

The Borough of Prospect Park

The Birthplace of John Morton
One of the Signers of the
Declaration of Independence
and Our Currency Motto:
"IN GOD WE TRUST"



720 Maryland Avenue
Prospect Park, PA 19078
610-532-1007
Fax 610-532-3514

Dear Employer,

Kindly fill out/sign the form and return with payment, payable to the Borough of Prospect Park at the above mentioned address. It is important that you return the completed form with payment, to ensure proper credit.

Please **do not hold tax** from any employee who does not gross at least \$12,000.00 annually.

Do not send information on your employees (this is your responsibility to record).

PLEASE RETURN ATTACHED FORM WITH PAYMENT.

Thank you for your cooperation in this matter.

Note* Local Services Tax is due on each employee with gross wage of at least \$12,000.00

Due date for each quarter – April 30, July 31, October 31, and December 31, 2015

Penalty of 5% imposed after the above due date and interest of 1/2 % per month.

Check# _____ Date _____

Keep upper portion for your records.

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Please detach and return with your remittance.

BOROUGH OF PROSPECT PARK

1st Quarter Local Service Tax

EMPLOYER'S RETURN - DUE BY APRIL 30

COMPANY NAME: _____

PROSPECT PARK LOCATION: _____, Prospect Park, PA 19076

CONTACT NAME: _____ PHONE# _____

- Total number of eligible employees _____
- Total Tax Collected _____ (13 weeks @\$1.00 per wk per employee)
- Penalty (5%) _____
- Interest (1/2 % per month) _____
- Total Remittance (enclosed) _____

I declare under penalty of law that the information herein contained is true and correct.

Signature

Date

Please detach and return with your remittance

BOROUGH OF PROSPECT PARK

2nd Quarter Local Service Tax EMPLOYER'S RETURN - DUE BY JULY 31

Company Name: _____
Prospect Park Location: _____, Prospect Park, PA 19076
Contact Name: _____ Phone# _____

- Total number of eligible employees _____
- Total Tax Collected _____ (13 weeks @\$1.00 per wk per employee)
- Penalty (5%) _____
- Interest (1/2 % per month) _____
- Total Remittance (enclosed) _____

I declare under penalty of law that the information herein contained is true and correct.

Signature Date

Please detach and return with your remittance.

BOROUGH OF PROSPECT PARK

3rd Quarter Local Service Tax EMPLOYER'S RETURN - DUE BY OCT. 31

Company Name: _____
Prospect Park Location: _____, Prospect Park, PA 19076
Contact Name: _____ Phone# _____

- Total number of eligible employees _____
- Total Tax Collected _____ (13 weeks @\$1.00 per wk per employee)
- Penalty (5%) _____
- Interest (1/2 % per month) _____
- Total Remittance (enclosed) _____

I declare under penalty of law that the information herein contained is true and correct.

Signature Date

Please detach and return with your remittance.

BOROUGH OF PROSPECT PARK

4th Quarter Local Service Tax EMPLOYER'S RETURN - DUE BY DECEMBER 31

Company Name: _____
Prospect Park Location: _____, Prospect Park, PA 19076
Contact Name: _____ Phone# _____

- Total number of eligible employees _____
- Total Tax Collected _____ (13 weeks @\$1.00 per wk per employee)
- Penalty (5%) _____
- Interest (1/2 % per month) _____
- Total Remittance (enclosed) _____

I declare under penalty of law that the information herein contained is true and correct.

Signature Date