

LOCAL SERVICES TAX NOTICE

TO: Self-Employed Individuals of Monroe Township
FROM: Stephanie McKinney, Township Secretary/Treasurer
RE: Local Services Tax

According to Monroe Township Ordinance No. 2007-7 adopted on November 2, 2007 effective 1/1/08. SECTION 12. SELF-EMPLOYED PERSONS - Each self-employed person engaged in an occupation within Monroe Township shall be required to comply with this Ordinance and pay the Tax (\$52.00) to the Receiver of Taxes (Township Secretary/Treasurer) as set forth in Section 10 of the Ordinance. The Local Services Tax in the amount of \$52.00 per year should be submitted to Monroe Township by choosing one of the following payment methods: 1) Payment of tax in full by April 30th or 2) Quarterly Payments of \$13.00 due 4/30, 7/31, 10/31 & 1/31. If you are making quarterly payments, please duplicate this form and submit a copy with each quarterly payment. If you have any questions about the Local Services Tax, please contact the Township Secretary/Treasurer at the Township Office - Monday through Friday from 8:30 a.m. to 4:30 p.m. (570) 743-7057 ext 1

Please complete the tax return form below and submit along with your tax payment.

LOCAL SERVICES TAX RETURN FORM (Self-Employed/Tax Return)	
Make Checks Payable To: Monroe Township 39 Municipal Drive Selinsgrove, PA 17870 Phone: (570) 743-7057	Indicate Payment Method Annual Payment \$52.00 <input type="checkbox"/> Quarterly Payment \$13.00 <input type="checkbox"/>
Your Name _____ Business Name & Address _____ _____ _____	For Office Use Only:
I declare under penalty of law that the information herein contained is true and correct:	
Signature _____	Date _____
<i>Submit One Copy to Monroe Township & Keep a Copy for Your Payroll Files</i>	