

Warwick Township LST Quarterly Tax Return

Effective January 1, 2008, all employers with work sites within Warwick Township are required by law to deduct a Local Services Tax (LST) in the amount of \$52.00 from each employee employed at its work site(s) in Warwick Township, including owners, self-employed and sole proprietors. If an employee will earn less than \$12,000.00 in gross wages and net profits for the calendar year, the employee can complete an up-front exemption certificate and must submit said certificate to his or her employer and Warwick Township. The LST Quarterly Remittance must be remitted to Warwick Township at the address indicated 30 days following the end of each quarter. NOTE: The LST must be deducted from an employee's paycheck on a pro-rata basis determined by the number of payroll periods established by an employer for the calendar year. For example, if paid biweekly or 26 times annually, the employer must deduct \$2 per pay period. EXEMPTION AND REFUND FORMS LOCATED ON WEBSITE: WWW.WARWICKTOWNSHIP.ORG.

INSTRUCTIONS

- 1.) Type or Print your company name, street address, and City, State and ZIP. You may also note a mailing address.
- 2.) If you are self-employed, you will need to remit the LST on your own behalf (enter "self" under the # of Employees heading.) If you do not handle, please pass onto your Accountant or Payroll Company.
- 3.) Please include your Employer Identification Number/Social Security Number on each coupon
- 4.) Please sign, list your title, and date the quarterly tax return on the lines provided.

Warwick Township LST Quarterly Tax Return

2ND QUARTER

DUE: JULY 31, _____

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct and complete return. EIN/SSN: _____

Signature _____ Title _____ Date _____

PLEASE REMIT TO:
WARWICK TOWNSHIP
315 CLAY ROAD
P.O. BOX 308
LITITZ, PA 17543-0308

LOCATION (street address): _____

☐ Check here if the employee's full annual payment is being remitted with this return.

EMPLOYER (mailing address):

# OF EMPLOYEES (include Owner)	Remittance Amount					
	DOLLARS				CENTS	
<div></div>	\$	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>

Warwick Township LST Quarterly Tax Return

1ST QUARTER

DUE: APRIL 30, _____

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct and complete return. EIN/SSN: _____

Signature _____ Title _____ Date _____

PLEASE REMIT TO:
WARWICK TOWNSHIP
315 CLAY ROAD
P.O. BOX 308
LITITZ, PA 17543-0308

LOCATION (street address): _____

☐ Check here if the employee's full annual payment is being remitted with this return.

EMPLOYER (mailing address):

# OF EMPLOYEES (include Owner)	Remittance Amount					
	DOLLARS				CENTS	
<div></div>	\$	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>

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- 4.) Please sign, list your title, and date the quarterly tax return on the lines provided.

Warwick Township LST Quarterly Tax Return

4TH QUARTER

DUE: JANUARY 31, _____

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct and complete return. EIN: _____

Signature _____ Title _____ Date _____

PLEASE REMIT TO:
WARWICK TOWNSHIP
315 CLAY ROAD
P.O. BOX 308
LITITZ, PA 17543-0308

LOCATION (street address): _____

☐ Check here if the employee's full annual payment is being remitted with this return.

EMPLOYER (mailing address):

# OF EMPLOYEES (include Owner)	Remittance Amount					
	DOLLARS				CENTS	
<div></div>	\$	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>

Warwick Township LST Quarterly Tax Return

3RD QUARTER

DUE: OCTOBER 31, _____

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct and complete return. EIN/SSN: _____

Signature _____ Title _____ Date _____

PLEASE REMIT TO:
WARWICK TOWNSHIP
315 CLAY ROAD
P.O. BOX 308
LITITZ, PA 17543-0308

LOCATION (street address): _____

☐ Check here if the employee's full annual payment is being remitted with this return.

EMPLOYER (mailing address):

# OF EMPLOYEES (include Owner)	Remittance Amount					
	DOLLARS				CENTS	
<div></div>	\$	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>