CLGS-32-1 (12-15)

TAXPAYER ANNUAL LOCAL EARNED INCOME TAX RETURN

Keystone Collections Group
www.KeystoneCollects.com

You are entitled to receive a written explanation of your rights with regard to the audit, appeal, enforcement, refund and collection of local taxes. Contact your Tax Officer.

File online with *e-file* at www.KeystoneCollects.com

Tax Year

DATES LIVING AT EACH ADDRESS	STREET ADDRESS (No PO Box, RD or RR)	CITY OR POST OFFICE	STATE	ZIP
/ / TO / /				
/ / TO / /				

If you moved during the tax year, file one return for each address (enter PSD Code for each jurisdiction). Use Part-Year Resident Schedule on back to calculate income and taxes for each return.

LAST NAME, FIRST NAME, MIDDLE INITIAL		SPOUSE'S LAST NAME, FIRST NAME, MIDDLE INITIAL	
STREET ADDRESS (No PO Box, RD or RR)			COUNTY
SECOND LINE OF ADDRESS			SCHOOL DISTRICT
CITY OR POST OFFICE	STATE	ZIP CODE	MUNICIPALITY
DAYTIME PHONE NUMBER - -	RESIDENT PSD CODE	EXTENSION ☐ *see Instructions A.5*	AMENDED RETURN ☐

The calculations reported in the first column MUST pertain to the name printed in the column, regardless of whether the husband or wife appears first. **Combining income is NOT permitted.**

USE ONLY BLACK OR BLUE INK TO COMPLETE THIS FORM

☐ Single ☐ Married, Filing Jointly ☐ Married, Filing Separately

	Social Security #	Spouse's Social Security #
	If you had NO EARNED INCOME, check the reason why: ☐ disabled ☐ student ☐ deceased ☐ military ☐ homemaker ☐ retired ☐ unemployed	If you had NO EARNED INCOME, check the reason why: ☐ disabled ☐ student ☐ deceased ☐ military ☐ homemaker ☐ retired ☐ unemployed
1. Gross Compensation as Reported on W-2(s) (enclose W-2s)	.00	.00
2. Unreimbursed Employee Business Expenses (enclose PA Schedule UE)	.00	.00
3. Other Taxable Earned Income (see instructions; enclose supporting documentation)	.00	.00
4. Total Taxable Earned Income (subtract Line 2 from Line 1 and add Line 3)	.00	.00
5. Net Profit (enclose PA Schedules). NON-TAXABLE S-Corp earnings check this box: ☐ (enclose S-Corp Schedule)	.00	.00
6. Net Loss (enclose PA Schedules)	.00	.00
7. Total Taxable Net Profit (subtract Line 6 from Line 5, if less than zero, enter zero)	.00	.00
8. Total Taxable Earned Income and Net Profit (add Line 4 and Line 7)	.00	.00
9. Total Tax Liability (Line 8 multiplied by)	.00	.00
10. Local Income Tax Withheld (may not equal W-2; see instructions)	.00	.00
11. Quarterly and Extension Payments/Credit From Previous Tax Year	.00	.00
12. Out-of-State or Philadelphia Credits (enclose supporting documentation)	.00	.00
13. TOTAL PAYMENTS and CREDITS (add Lines 10, 11 and 12)	.00	.00
14. Refund: IF MORE THAN $1.00, or select one option in Line 15	.00	.00
15. Credit to Taxpayer/Spouse (amount of overpayment to credit to account) ☐ Credit to next year ☐ Credit to spouse	.00	.00
16. EARNED INCOME TAX BALANCE DUE (Line 9 minus Line 13)	.00	.00
17. Penalty after April 15 (multiply Line 16 by 0.01 x number of months late)	.00	.00
18. Interest after April 15 (multiply Line 16 by 0.0025 x number of months late)	.00	.00
19. **TOTAL PAYMENT DUE (add Lines 16, 17 and 18)**	.00	.00

Do not photocopy or print more than one W-2 or Form 1099 on the same page.

Under penalties of perjury, I (we) declare that I (we) have examined this information, including all accompanying schedules and statements and to the best of my (our) belief, they are true, correct and complete.

YOUR SIGNATURE	SPOUSE'S SIGNATURE (if filing jointly)	DATE (MM/DD/YYYY)
PREPARER'S PRINTED NAME AND SIGNATURE		PHONE NUMBER

e-file at www.KeystoneCollects.com

Due to the Washington D.C. Emancipation Day holiday on April 15, the local filing deadline is extended to April 18, 2016

S-CORPORATION PROFIT/LOSS REPORT

To avoid future correspondence, please report any S Corporation pass-through profits (losses) that were reported on your PA-40 Return.

TAXPAYER:

$ _____ .0 0

TAXPAYER SPOUSE:

$ _____ .0 0

PART-YEAR RESIDENT SCHEDULE

If you moved into a new taxing jurisdiction during the tax year, complete this schedule and use the income and withholding information to complete your separate Local Earned Income Tax Returns. You must file a Local Earned Income Tax Return for each jurisdiction you lived in during the tax year.

Current Residence _____ (street address)

_____ (municipality, State, ZIP)

 # months at this address ___ ___

PSD Code - Current Residence

Employer _____

Local Income $ _____ divided by 12 months X _____ (months at this address) = $ _____

Withholding $ _____ divided by 12 months X _____ (months at this address) = $ _____

Employer _____

Local Income $ _____ divided by 12 months X _____ (months at this address) = $ _____

Withholding $ _____ divided by 12 months X _____ (months at this address) = $ _____

Current Residence Total Income $ _____ Total Local Tax Withheld $ _____

Put the Total Income on Line 1 and the Tax Withheld on Line 10 of the Local Earned Income Tax Return for your current residence taxing jurisdiction.

Previous Residence _____ (street address)

_____ (municipality, State, ZIP)

 # months at this address ___ ___

PSD Code - Previous Residence

Employer _____

Local Income $ _____ divided by 12 months X _____ (months at this address) = $ _____

Withholding $ _____ divided by 12 months X _____ (months at this address) = $ _____

Employer _____

Local Income $ _____ divided by 12 months X _____ (months at this address) = $ _____

Withholding $ _____ divided by 12 months X _____ (months at this address) = $ _____

Previous Residence Total Income $ _____ Total Local Tax Withheld $ _____

Put the Total Income on Line 1 and the Tax Withheld on Line 10 of the Local Earned Income Tax Return for your previous residence taxing jurisdiction.

LINE 10: LOCAL EARNED INCOME TAX WITHHELD WORKSHEET

(Complete worksheet if you work in an area where the non-resident tax rate exceeds your home resident rate)

	(1) Local Wages (W-2 Box 16 or 18)	(2) Tax Withheld (W-2 Box 19)	(3) Resident EIT Rate (Line 9)	(4) Work Location EIT Rate	(5) Col 4 Minus Col 3 (If less than 0 enter 0)	(6) Disallowed Withholding Credit (Col 1 x Col 5)	(7) Credit Allowed For tax Withheld (Col 2 - Col 6)
Example:	$10,000.00	$130.00	1.25%	1.30%	0.05%	$5.00	$125.00
1.							
2.							
3.							

TOTAL Enter this amount on Line 10 _____

NON-RECIPROCAL STATE WORKSHEET

(See Instructions for Line 12)

Earned income taxed in other state as shown on state return. *Enclose Schedule G or a copy of state return, or credit will be denied*.... (1) _____

Local tax rate as specified on the front of this form ..... x _____

(2) _____

Tax Liability Paid to other state(s) ..... (3) _____

PA Income Tax (Line 1 x PA Income Tax Rate for year being reported) ..... (4) _____ (5) _____

Line (3) minus Line (4)

Non-Reciprocal State Credit to be used against local tax: On Line 12 of the front of this form, enter the amount shown on worksheet line (2) above or the amount shown on worksheet line (5) above, whichever is less (if less than zero, enter "0").

A NOTE FOR RETIRED AND SENIOR CITIZENS

If you are retired and are no longer receiving a salary, wages or income from a business, you may not owe an earned income tax. Social Security payments, payments from qualified pension plans, interest and/or dividends accrued from bank accounts and/or investments are not subject to local earned income tax. If you received an Annual Local Earned Income Tax Return, please check the "retired" box on the front of the form and return it to your tax collector. If you still receive wages from a part-time employer or income from a business, you will need to file a return and pay the local earned income tax.