



**East Donegal Township LST Quarterly Tax Return**

Effective January 1, 2008, all employers with work sites within East Donegal 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 East Donegal 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 upfront exemption certificate and must submit said certificate to his or her employer and East Donegal Township. The LST Quarterly Remittance must be remitted to East Donegal 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.

**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.)
- 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.

**East Donegal Township LST Quarterly Tax Return**

**4<sup>TH</sup> QUARTER DUE: JANUARY 31, 2012**

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:**  
**EAST DONEGAL TOWNSHIP**  
**190 ROCK POINT ROAD**  
**MARIETTA, PA 17547**

**LOCATION** (street address): \_\_\_\_\_

**EMPLOYER** (mailing address):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# OF EMPLOYEES	Remittance Amount					
	DOLLARS				CENTS	
<input style="width: 100%; height: 20px;" type="text"/>	\$	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

**East Donegal Township LST Quarterly Tax Return**

**3<sup>RD</sup> QUARTER DUE: OCTOBER 31, 2011**

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:**  
**EAST DONEGAL TOWNSHIP**  
**190 ROCK POINT ROAD**  
**MARIETTA, PA 17547**

**LOCATION** (street address): \_\_\_\_\_

**EMPLOYER** (mailing address):

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# OF EMPLOYEES	Remittance Amount					
	DOLLARS				CENTS	
<input style="width: 100%; height: 20px;" type="text"/>	\$	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>