

801 Loch Alsh Avenue
Fort Washington, PA 19034-1697
Phone: (215) 643-1600, Ext.3325
Fax: (215) 542-0797

UPPER DUBLIN TOWNSHIP
FINANCE DEPARTMENT
www.upperdublin.net

Enter tax year here

Local Services Tax
Direct Payment Form

Name: _____

SSN: _____ - _____ - _____

Address: _____

Payment Enclosed:

\$ _____

Make checks payable to:
UDT Finance Department
801 Loch Alsh Avenue
Fort Washington, PA 19034-1697

Check Number: _____

TAX OFFICE COPY

SEPARATE CHECKS SHOULD BE SENT FOR LST & EIT

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Local Services Tax
Direct Payment Form

Name: _____

SSN _____ - _____ - _____

Address _____

Payment Enclosed

\$ _____

TAXPAYER COPY

Check Number: _____

The Upper Dublin Township Local Services Tax (LST) is a \$52 local tax due once per calendar year.

ALL INDIVIDUALS WHO PERFORM SERVICES OF ANY KIND OR ARE ENGAGED IN ANY OCCUPATION OR PROFESSION WITHIN UPPER DUBLIN TOWNSHIP AND HAVE TOTAL INCOME GREATER THAN \$12,000 FROM ALL SOURCES ARE REQUIRED TO PAY THIS ANNUAL \$52 TAX. Both residents and nonresidents shall, by virtue of engaging in an occupation within the Township, be subject to the LST, including Philadelphia residents and Federal employees.

The \$52 LST payment should be remitted, in full, directly to the Upper Dublin Township Finance Department no later than April 30th (30 days after the end of the 1st quarter of the current tax year). Taxpayers who become subject to the tax after the end of the first quarter must remit this \$52 tax within 30 days after the end of the quarter in which the individual becomes subject to the tax.

<u>Quarter:</u>	<u>Tax Period:</u>	<u>Due date (on or before):</u>
First Quarter	January, February, March	April 30
Second Quarter	April, May, June	July 31
Third Quarter	July, August, September	October 31
Fourth Quarter	October, November, December	January 31

For more detailed information, please refer to the LST Frequently Asked Questions and/or the LST Ordinance at:

www.upperdublin.net/finance/documents.aspx

Taxpayers are entitled to receive a written explanation of their rights with regards to the assessment, audit, appeal, enforcement, refund and collection of certain taxes administered by the Township. A written explanation entitled "Township of Upper Dublin Taxpayer's Bill of Rights Disclosure Statement" has been prepared for this purpose and is available without charge from the Township Finance Department.