

## LOCAL EARNED INCOME TAX RESIDENCY CERTIFICATION FORM

## TO EMPLOYERS/TAXPAYERS:

This form is to be used by employers and/or taxpayers to report essential information for the collection and distribution of Local Earned Income Taxes. This form must be utilized by employers when a new employee is hired or when a current employee notifies employer of a name and/or address change.

| EMPLOYEE INFORMATION - RESIDENCE LOCATION  |               |               |                                 |
|--|---------------|---------------|---------------------------------|
| NAME (Last, Flrst, Middle Initial)   |               |               | SOCIAL SECURITY NUMBER          |
| FIRST LINE OF ADDRESS (If PO Box, please include actual street address)  |               |               |                                 |
| SECOND LINE OF ADDRESS   |               |               |                                 |
| CITY   | STATE         | ZIP CODE      | DAYTIME PHONE NUMBER            |
| MUNICIPALITY (City, Borough, Township)   |               |               |                                 |
| COUNTY   | PSD CODE      |               | TOTAL RESIDENT EIT RATE         |
|  |               |               |                                 |
| EMPLOYER NAME (Use Federal ID Name)  | )N - EMPLOM   | MENT LOCATION | EMPLOYER FEIN                   |
| FIRST LINE OF ADDRESS ('If PO Box, please include actual street address)   |               |               |                                 |
| SECOND LINE OF ADDRESS   |               |               |                                 |
| CITY   | STATE         | ZIP CODE      | PHONE NUMBER                    |
| MUNICIPALITY (City, Borough, Township)   |               |               |                                 |
| COUNTY   | PSD CODE      |               | MUNICIPAL NON-RESIDENT EIT RATE |
|  |               |               |                                 |
| SIGNATURE OF EMPLOYEE  | TIFICATION    |               | DATE                            |
| PHONE NUMBER   | EMAIL ADDRESS |               |                                 |
|  |               |               |                                 |
| For information on obtaining the appropriate MUNICIPALITY (City, Borough, Township), PSD CODES and EIT (Earned Income Tax) RATES, please refer to the Pennsylvania Department of Community & Economic Development website: |               |               |                                 |
| www.newPA.com  |               |               |                                 |

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