



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, First, 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 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | | TOTAL RESIDENT EIT RATE |

| EMPLOYER INFORMATION - EMPLOYMENT LOCATION | | | |
|---|---|---------------|---------------------------------|
| EMPLOYER NAME (Use Federal ID Name) | | 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 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | | MUNICIPAL NON-RESIDENT EIT RATE |

| CERTIFICATION | |
|-----------------------|---------------|
| SIGNATURE OF EMPLOYEE | 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
Select Get Local Gov Support, >Municipal Statistics