

Township of Shaler

A First Class Township

TOWNSHIP OF SHALER/SHALER AREA SCHOOL DISTRICT
LOCAL SERVICES TAX

Form LST - 2
Employee Deduction Certificate

PLEASE PRINT ALL INFORMATION

TAX YEAR _____
QUARTER _____
AMOUNT WITHHELD _____

EMPLOYEE	EMPLOYER
NAME	EMPLOYER NAME
ADDRESS	BUSINESS ADDRESS
CITY/STATE/ZIP	CITY/STATE/ZIP
EMPLOYEE SOCIAL SECURITY NUMBER	EMPLOYER TELEPHONE

COPY A – Send with Form LST-1

CUT HERE

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ADDRESS	BUSINESS ADDRESS
CITY/STATE/ZIP	CITY/STATE/ZIP
EMPLOYEE SOCIAL SECURITY NUMBER	EMPLOYER TELEPHONE

COPY B – Copy for Employee

CUT HERE

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COPY C – Copy for Employers Records

TOWNSHIP OF SHALER
SHALER AREA SCHOOL DISTRICT
LOCAL SERVICES TAX
EMPLOYEE'S EVIDENCE OF EMPLOYEE DEDUCTION
CERTIFICATE – FORM LST-2

GENERAL INFORMATION:

- FORM LST-2 – Evidence of Deduction Certificates are mailed to registered employers at the beginning of the calendar year.
- IF ADDITIONAL FORMS ARE NEEDED, CALL 412-486-9700 OR DOWNLOAD FROM www.shaler.org – TAX FORMS
- For Local Services Tax information, phone 412-486-9700 or see the frequently asked questions of our website www.shaler.org.
- The Local Services Tax is \$52.00 per person, per year for all employees earning in excess of \$12,000.00 per year.

INSTRUCTIONS:

1. Enter the tax year and the tax quarter for which payment is being made.
2. Enter the employee's name, address, city, state, zip code, social security number, employer's name, address and telephone number.
3. Remit a complete LST-2 Form for each employee or provide an acceptable computerized listing for all employees included with the remittance and LST-1 Form.
4. Completed form LST-2 must accompany Form LST-1 and must be filed quarterly on or before the due date listed on the form. All forms submitted shall agree to the total payment listed on the LST-1 form. Any payment received after the due date is subject to Penalty and Interest of 1% per month.
5. Mail payment, along with completed forms or acceptable computerized listing to:

Township of Shaler LST
300 Wetzel Road
Glenshaw, PA 15116