

Township of Shaler

A First Class Township

Form LST - 1

TOWNSHIP OF SHALER/SHALER AREA SCHOOL DISTRICT
LOCAL SERVICES TAX

YEAR _____ QTR _____

FEDERAL E.I.N. OR SOCIAL
SECURITY NUMBER _____

BUSINESS NAME/ADDRESS

I certify that the statements set forth on this form are true and correct to the best of my knowledge, information, and belief. This verification is made subject to the penalties of Section 4904 of the Crimes Code (18 Pa. C. S. § 4904) related to unsworn falsification to authorities.

Signature _____

Title _____

Phone Number _____

Date _____

ACCOUNT NUMBER _____

LOCAL SERVICES TAX IS \$52 PER EMPLOYEE, PER YEAR	
1. NUMBER OF LST-2 FORMS ENCLOSED – includes employees, sole proprietor and partners	
2. GROSS AMOUNT OF TAX DUE PER QUARTER – LINE 1 MULTIPLIED BY \$52 DIVIDED BY 4 You must attach explanation if payment is not a multiple of \$52.00 divided by 4	
3. PENALTY AND INTEREST – (1% per month after due date)	
4. TOTAL PAYMENT	

MAKE CHECKS PAYABLE TO: TOWNSHIP OF SHALER/SASD LST
MAIL TO: 300 WETZEL ROAD
GLENSHAW, PA 15116

OFFICE HOURS: Monday – Friday 8:00 a.m. – 4:30 p.m.

There will be a \$20 fee for returned checks

DUE DATES: (tax withheld in):	MUST BE PAID BY:
1 ST Quarter January – March	April 30
2 ND Quarter April - June	July 31
3 RD Quarter July – September	October 31
4 TH Quarter October – December	January 31

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