

READ INSTRUCTIONS ON THE BACK BEFORE COMPLETING FORM

2024

MUNICIPALITY OF NORRISTOWN

BUSINESS PRIVILEGE TAX RETURN

RETURN FOR CALENDAR YEAR ENDED DECEMBER 31, 2024  
VOLUME OF BUSINESS: JANUARY 1, 2024 THROUGH DECEMBER 31, 2024  
LICENSE FEE PERIOD: JULY 1, 2025 THROUGH JUNE 30, 2026  
Due Date July 1, 2025

OFFICIAL USE ONLY

DATE REC'D \_\_\_\_\_ AMT REC'D \_\_\_\_\_

CHECK NO \_\_\_\_\_ BATCH NO \_\_\_\_\_

BUSINESS ACCOUNT  
NUMBER:

EIN/SSN:

BUSINESS LOCATION:

DID YOU TERMINATE / MOVE THIS BUSINESS

☐ YES ☐ NO ☐ MOVED DATE:

☐ NON-PROFIT ☐ MANUFACTURER

IF MOVED, WHERE?

ENTER WHOLE DOLLAR AMOUNTS ONLY

A return must be filed even if you have no gross receipts

DOLLARS

NO  
CENTS

1. Sales or Gross Volume of Business (January 1, 2024 to December 31, 2024)

1. 00

2. First \$15,000 of gross volume of business exempt  
- Additional Exclusions (Must attach written proof)

2. 00

3. Taxable Gross Volume of Business (Line 1 Less Line 2)

Check if Amended Return ☐

3. 00

RETURN FOR YEAR 2024 BASED ON 2024 BUSINESS

RECEIPTS FROM LINE ABOVE

TAX COMPUTATIONS

4. Wholesale

4. x 001

4. 00

5. Retail

5. x.001

5. 00

6. Service

6. x.001

6. 00

7. Rental / Other Income

7. x.001

7. 00

8. Total (add Lines 4, 5, 6, & 7)

8. 00

9. Total Tax Due

9. 00

PENALTY AND INTEREST IF TAX PAID AFTER JULY 1, 2025

10. Add: 5% Penalty if paid after July 1, 2025 (multiply Line 9 x 5%)

10. 00

11. Add: 1% Interest per month or part thereof (multiply Line 9 x 1% x No. of months)

11. 00

12. TOTAL PENALTY AND INTEREST (Add Lines 10 & 11)

12. 00

LICENSE FEE

13. 2025 Annual License Fee - \$65 (Additional Locations: Add \$1.00 x # Locations = )

13. \$65 + = \$ 00

14. Total Amount Due (Add Lines 9,12 & 13)

14. 00

Any Work Papers containing calculations used to determine Gross Receipts and copies of Federal Returns shall be attached to this return.

Tax returns will not be considered complete unless such documents are attached.

☐ 1040 - SCH C; ☐ 1040 - SCH E; ☐ 1065; ☐ 1120; ☐ 1120S; ☐ P&L STATEMENT; ☐ 4797 ☐ 8824

Make Check Payable to: MUNICIPALITY OF NORRISTOWN

Mail Return and Payment to: TRI-STATE FINANCIAL GROUP

SEND ORIGINAL WITH PAYMENT - MAKE A COPY FOR YOUR RECORDS

PO BOX 38

I declare under penalty of law that all statements made here and/or in supporting  
schedules are true, correct and complete to the best of my knowledge and belief.

BRIDGEPORT, PA 19405  
610-270-9520

Print Name Telephone Number

Signature Date

Signature of Person Preparing Return (if other than taxpayer) Date

Address of Preparer Telephone Number

FORM MUST BE PREPARED IN ITS ENTIRETY, SIGNED  
AND DATED. IF NOT, THE FORM WILL BE RETURNED  
AND PENALTY AND INTEREST ADDED UNTIL COMPLETED  
FORM IS RECEIVED.

## **INSTRUCTIONS**

### **BUSINESS PRIVILEGE / MERCANTILE TAX**

The Business Privilege / Mercantile Tax is to be paid on the rate of the tax on each and every dollar of the whole or gross volume of business transacted within the territorial limits of the Municipality shall be one mill, which shall be \$1 per \$1,000 of gross volume of business.

### **EXEMPTION FROM GROSS OR WHOLE VOLUME OF BUSINESS**

Each person subject to payment of the tax hereby imposed shall be entitled to exempt up to the first fifteen thousand dollars (\$15,000.00) of gross volume of business. If the gross volume of business is under fifteen thousand dollars (\$15,000.00), you are still required to file this return and pay the license fee for each location in Municipality. You are also required to attach a copy of your Federal Return to verify your revenue.

### **LICENSE**

A separate license shall be required for each place of businesses within the Municipality. If a business is located outside the Municipality but providing services or selling products subject to the Business Privilege / Mercantile Tax within the Municipality, that business shall be required to obtain a license.

### **NOTICE**

You are entitled to receive a written explanation of your rights with regard to the audit, appeal, enforcement, refund and collection of local taxes by calling **Tri-State Financial Group** at (610) 270-9520 during the office hours of 9:00 am to 4:30 pm, Monday through Friday.

All questions for clarification or help should be directed to:

**Tri-State Financial Group**  
**PO Box 38**  
**Bridgeport, PA 19405**  
**610-270-9520**

To access additional forms and the rules and regulations you may visit our website: **[www.tfgtax.com](http://www.tfgtax.com)**