

**READ INSTRUCTIONS ON THE BACK BEFORE COMPLETING FORM**

**2023**

**TOWNSHIP OF WHITEMARSH**

**OFFICIAL USE ONLY**

**BUSINESS PRIVILEGE AND MERCANTILE TAX RETURN**

FINAL RETURN FOR CALENDAR YEAR ENDED DECEMBER 31, 2023  
ESTIMATED RETURN FOR CALENDAR YEAR ENDED DECEMBER 31, 2024  
**Due Date May 1, 2024**

DATE REC'D \_\_\_\_\_ AMT REC'D \_\_\_\_\_  
CHECK NO \_\_\_\_\_ BATCH NO \_\_\_\_\_

	BUSINESS ACCOUNT NUMBER: _____	EIN/SSN: _____
	BUSINESS LOCATION: _____	
	DID YOU TERMINATE / MOVE THIS BUSINESS <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> MOVED DATE: _____	IF MOVED, WHERE? _____
	<input type="checkbox"/> NON-PROFIT <input type="checkbox"/> MANUFACTURER	

**ENTER WHOLE DOLLAR AMOUNTS ONLY**

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

**DOLLARS**

**NO CENTS**

1. Sales or Gross Receipts (January to December only)			1.	00
2. Exclusions (Must attach written proof)			2.	00
3. Taxable Gross Receipts (Line 1 Less Line 2)	Check if Amended Return <input type="checkbox"/>		3.	00
<b>FINAL RETURN FOR YEAR ENDED DECEMBER 31, 2023</b>	<b>RECEIPTS FROM LINE ABOVE</b>	<b>TAX COMPUTATIONS</b>		
4. Wholesale	4. _____ x .001	4. _____	4.	00
5. Retail	5. _____ x .0015	5. _____	5.	00
6. Service	6. _____ x .0015	6. _____	6.	00
7. Rental / Other Income	7. _____ x .0015	7. _____	7.	00
8. Total (add Lines 4, 5, 6, & 7)	8. _____	8. _____	8.	00
9. Deduct 2023 Estimated Tax (Paid with 2022 Return)		9. _____	9.	00
10. Total Tax Due, or Credit (Line 8 Less Line 9)		10. _____	10.	00
<b>ESTIMATED TAX RETURN FOR YEAR ENDING DECEMBER 31, 2024</b>				
11. 2024 Estimated Tax (Must use amount shown on Line 8)		11. _____	11.	00
<b>TOTAL TAX DUE IF PAID BY MAY 1, 2024</b>				
12. Add Line 10 and Line 11		12. _____	12.	00
<b>PENALTY AND INTEREST IF TAX PAID AFTER MAY 1, 2024</b>				
13. Add: 10% Penalty if paid after May 1, 2024 (multiply Line 12 x 10%)		13. _____	13.	00
14. Add: 1.5% Interest per month or part thereof (multiply Line 12 x 1.5% x No. of months)		14. _____	14.	00
15. TOTAL TAX, PENALTY AND INTEREST (Add Lines 12,13, & 14)		15. _____	15.	00
<b>LICENSE FEE</b>				
16. 2024 Business License Fee (a separate License is required for each location, \$10 per location)		16. 10 x ____ =	16.	00
17. Total Amount Due (Add Lines 15 & 16)		17. _____	17.	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

Make Check Payable to: **WHITEMARSH TOWNSHIP**

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 _____

"As required by Pennsylvania law, Whitemarsh Township will provide upon request a disclosure statement explaining to the taxpayer their rights in certain tax proceedings involving the Township."

**NEW BUSINESS:** License must be obtained prior to opening. Tax must be paid within 60 days after opening date. SEE APPLICATION FORM.

**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 TAX**

The Business Privilege Tax of 1.5 mills is imposed on the "GROSS RECEIPTS" of Persons, Businesses, Trades, Occupations and Professions operating a business within the Township.

### **MERCANTILE TAX**

The Mercantile Tax is to be paid on the 'GROSS VOLUME OF BUSINESS' from the sale either at retail (1.5 mills) or wholesale (1.0 mill) of any goods sold by any "DEALER" operating a business within the Township.

### **PARTIAL YEAR**

If the business has not been operating for a full year, then the Tax will be on the Gross Receipts for the period in the year that the business has been operating. The Estimated Tax shall be computed by dividing the Tax by the number of months in business and then multiplying by twelve (12).

### **LICENSE**

A separate license shall be required for each place of business within the Township. If a firm is located outside the Township but providing services subject to the Business Privilege Tax within the Township, that firm shall be required to obtain a license.

For further information on the Whitmarsh Township Business Taxes please visit the website at [www.whitmarshctp.org/135/Business-Taxes](http://www.whitmarshctp.org/135/Business-Taxes)

### **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 8:30 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).