

LOCAL EARNED / NET PROFITS TAX – Form SMS02

ST. MARYS AREA SCHOOL

FINAL TAX RETURN FOR _____ (year)
RETURN IS DUE NO LATER THAN - APRIL 15.

First Name, Last Name

Social Security #

Address

Account #

City, State, Zip

Occupation (Required)

I have been a resident of _____ this year for _____ months.
(City, Township or Borough)

If not a resident during the entire year, see reverse side.

- =====
1. Earnings from wages, salaries, tips and bonuses (Attach W2 and/or 1099 forms) _____
 2. Less allowable business expenses (Attach PA Schedule UE1 form & Federal 2106) _____
 3. TOTAL Earned Income/Compensation (Line 1 less line 2) _____
 4. Net Loss from Business, Profession, Farm (Attach Schedule C, K-1, E, F, etc) _____
 5. SUB TOTAL Net Earned Income/Compensation & Net Losses (Line 3 less line 4)..... _____
 6. Net Profits from Business, Profession, Farm (Attach form 4797,Schedule C,K-1,E,F,etc) _____
List Sub-S income here _____
 7. TOTAL taxable Earned Income/Compensation & Net Profits (Add Lines 5 and 6)..... _____
Do not include Sub-S income
 8. Calculation of tax (Line 7 multiplied by (.01) _____
 9. Local tax withheld by employer(s) shown on W-2 in box" LOCAL INCOME TAX" _____
 10. Estimated tax received from you for the year through the 3rd quarter _____
 11. TOTAL tax paid (Add lines 9 and 10) _____
 12. TAX DUE (Line 8 less line 11) _____
If Tax Due is \$5.00 or less, no payment is necessary.
 13. REFUND DUE (Line 11 less line 8) _____
No refund or Credit will be issued if 'Refund Due' is \$5.00 or less.
 14. Apply overpayment to next year's tax (Circle one) Yes No
- =====

I DECLARE UNDER PENALTIES PROVIDED BY LAW THAT THIS RETURN WAS EXAMINED BY ME AND IS, TO THE BEST OF MY KNOWLEDGE, A TRUE, CORRECT, AND COMPLETE RETURN.

Signature of Taxpayer

Date

Phone

Name of Tax Preparer (Print)

Date

Phone

MAKE CHECKS PAYABLE AND REMIT TO:
PHONE: (814)834-9619
FAX: (814)834-7664
e-mail: stmaryseit@zitomedia.net

ST. MARYS TAX SERVICE
419 ERIE AVE EXT
PO BOX 539
SAINT MARYS PA 15857 0539

GENERAL INSTRUCTIONS FOR COMPLETING THIS FORM

Those preparing this form should make themselves aware of what the guidelines are to complete it. In most cases the guidelines follow the state regulations; however the Local Tax Enabling Act does not require these to be followed, only to be used as guidelines. Consideration of Incomes and expenses in some cases do vary.

- 1.) If you have someone prepare your taxes, be sure to give them this form. Generic forms can be used, however, the guidelines on this form apply and failure to follow them could nullify any refund you may have coming.
- 2.) Every wage earner must file a separate return. Joint returns are not permitted. If you or your spouse did not receive a form, one can be obtained on our website at (www.stmtax.com - form SMS02).

PLEASE NOTE: ALL RESIDENTS OF THE ST. MARYS AREA SCHOOL DISTRICT ARE REQUIRED TO FILE A FINAL RETURN IF YOU WORK OUTSIDE OF THE ST. MARYS AREA SCHOOL DISTRICT. THERE ARE NO EXCEPTIONS THAT APPLY.

- 3.) Final returns are due no later than April 15th. Payments made after that date will be assessed penalties and interest.
- 4.) No payment is due if the amount is \$5.00 and under. No refund or credit will be issued if the amount is \$5.00 and under. See lines 12 and 13 on front side.
- 5.) All returns must be signed and dated.
- 6.) All returned checks for NSF will be assessed an additional \$20.00 processing fee.
- 7.) This return will be cross matched with the income you reported on your State PA-40 form. As the state information is only available every two years your current return will be cross-matched in two years. Should there be a difference in these two you will be sent a notice for the amount due plus interest and penalty accrued from April 16th of the year the return was due.
- 8.) If you have income reported on a W2 you can offset the loss of another business from these earnings. If you have more than one business venture and do not have W2 earnings reported from either you cannot offset the loss from one venture against the other when calculating your net income. When there is no W2 income a separate return for each business must be submitted. Sub-S income is not to be considered when calculating your net profit or loss.

IF YOU LIVED IN ANOTHER SCHOOL DISTRICT DURING THE YEAR, LIST THEM HERE:

SCHOOL DISTRICT/ MUNICIPALITY	DATE	
	FROM	TO
_____	_____	_____
_____	_____	_____
_____	_____	_____