

**PLYMOUTH TOWNSHIP  
BUSINESS PRIVILEGE LICENSE APPLICATION AND TAX RETURN  
CALENDAR YEAR 2017**

INCLUDE COMPLETE ADDRESS AND ACCOUNT  
NUMBER IF ORIGINAL FORM AND MAILING  
LABEL NOT SUBMITTED



\_\_\_\_\_

**ANSWER ALL QUESTIONS BELOW**

**PLEASE FORWARD FORM TO PROPER PERSON FOR COMPLETION**

Check applicable block: Individual  Partnership  Corporation  Other

Owner or Trade name if different from above \_\_\_\_\_

If individual owner, give home address \_\_\_\_\_

Business location in Plymouth Township \_\_\_\_\_ Phone \_\_\_\_\_

Nature of business \_\_\_\_\_

Has nature of business changed during year?  Yes  No

Date business located in Plymouth Township \_\_\_\_\_

When did you last file a Business Privilege Tax Return? \_\_\_\_\_

Date business terminated \_\_\_\_\_

If business sold (or assets liquidated), insert purchaser's name and address below:

Name \_\_\_\_\_

Address \_\_\_\_\_

Do you have any other business in Plymouth Township?  Yes  No If yes, submit schedule.

Do you lease (sub-lease) to others?  Yes  No Submit schedule showing details.

If you have obtained any special rulings from Federal or State taxing authorities, attach copy.  Yes  No

**SUMMARY OF AMOUNTS DUE**

<b>1.</b> LICENSE FEE pay by April 15, 2017	<b>25</b>	<b>00</b>	<b>ATTACH:</b>  You must attach a copy of your complete Federal Return including current Federal Form #1120 or 1120S, Federal Schedule C-1040, 1065, Schedule E, or 8825. Corporations with out of state sales should also provide a copy of the PA Corporate Return, RCT 101. If receipts reported on federal/ state returns differ from receipts on the Plymouth return, please provide a reconciliation, local office sales report and/or an explanation.
<b>2.</b> FINAL BUSINESS PRIVILEGE TAX FOR CALENDAR YEAR ENDED DEC. 31, 2016 DUE APRIL 15, 2017 (Line 6, Schedule "A")			
<b>3.</b> ESTIMATED BUSINESS PRIVILEGE TAX FOR CALENDAR YEAR ENDING DEC. 31, 2017 DUE APRIL 15, 2017 (Line 4, Schedule "B")			
<b>4.</b> NEW BUSINESS ESTIMATED BUSINESS PRIVILEGE TAX FOR CALENDAR YEAR ENDING DEC. 31, 2017 (Line 4, Schedule "C")			
<b>5.</b> TOTAL DUE: a. Lines 1 & 2 & 3 b. For new businesses - Lines 1 & 4 (Minimum due \$35.00)			

Make Check or Money Order Payable to PLYMOUTH TOWNSHIP – IN THIS AMOUNT



I DECLARE UNDER PENALTY OF LAW THAT ALL STATEMENTS MADE HEREIN AND/OR IN SUPPORTING SCHEDULES ARE TRUE, CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signature \_\_\_\_\_

Official Title \_\_\_\_\_ Date \_\_\_\_\_

Signature of Person Preparing Return - If other than Taxpayer

(Owner, Partner, President, etc.)

THIS RETURN MUST BE FILED ON A CALENDAR YEAR BASIS AND THE TAX PAID IN FULL.  
**MAIL TO: PLYMOUTH TOWNSHIP, 700 BELVOIR ROAD, PLYMOUTH MEETING, PA 19462.**  
IF YOU STARTED YOUR BUSINESS DURING TAX YEAR, SEE INSTRUCTIONS.

TELEPHONE: TAX OFFICE (610) 233-0591, MAIN NUMBER (610) 277-4100

**NO EXTENSIONS – MUST BE FILED BY 4/15/17**

**SCHEDULE "A" FINAL BUSINESS TAX FOR THE YEAR ENDING DEC. 31, 2016**

1.	(a) Gross Receipts .....	\$.....
	(b) Tax Rate 1 1/2 mills (.0015) .....	X 0.0015.....
2.	Tax (line 1(a) multiplied by line 1(b)) .....	\$ .....
3.	Deduct Estimated Tax paid with 2016 return .....	\$ .....
4.	Balance due Township (or credit) .....	\$ .....
5.	(a) Penalty, if filing late and tax due (see instructions below) .....	\$ .....
	(b) Interest, if filing late and tax due (see instructions below) .....	\$ .....
6.	Total Tax, Penalty and Interest (line 4 plus lines 5(a) and 5(b)) - also enter on line 2 on the front of the return .....	\$ .....

**SCHEDULE "B" ESTIMATED BUSINESS PRIVILEGE TAX FOR THE YEAR ENDING DEC. 31, 2017**

**(Base estimated tax on prior year's business)**

1.	(a) Estimated Gross Receipts .....	\$.....
	(b) Tax Rate 1 1/2 mills (.0015) .....	X 0.0015.....
2.	(a) Estimated Tax (line 1(a) multiplied by line 1(b)) .....	\$ .....
3.	(a) Penalty, if filing late and tax due (see instructions below) .....	\$ .....
	(b) Interest, if filing late and tax due (see instructions below) .....	\$ .....
4.	Total Tax, Penalty and Interest (line 2 plus lines 3(a) and 3(b)) - also enter on line 3 on the front of the return .....	\$ .....

**SCHEDULE "C" ESTIMATED TAX - NEW BUSINESSES ONLY**

1.	(a) Gross Receipts - first month .....	\$.....
	(b) Number of months to December 31, 2017 .....	.....
	(c) Estimated Gross Receipts (line 1(a) multiplied by line 1(b)) .....	\$.....
	(d) Tax Rate - 1 1/2 mills (.0015) .....	X 0.0015.....
2.	Estimated Tax (line 1(c) multiplied by line 1(d)) .....	\$ .....
3.	(a) Penalty, if filing late (see instructions below) .....	\$ .....
	(b) Interest, if filing late (see instructions below) .....	\$ .....
4.	Total Tax, Penalty and Interest (line 2 plus lines 3(a) and 3(b)) - also enter on line 4 on the front of the return .....	\$ .....

**INSTRUCTIONS**

**ATTACHMENT -**

A copy of your complete Federal Return including current Federal Form #1120 or 1120S, Federal Schedule C-1040, 1065, Schedule E, or 8825. Corporations with out of states sales should also provide a copy of the PA Corporate Return, RCT 101.

**LICENSES -**

A license fee of \$25.00 is due for each place of business in Plymouth Township and is payable no later than April 15 of the new tax year along with the minimum tax of \$10.00.

**NEW BUSINESS -**

Tax must be paid within 45 days after opening date of business. Use Schedule "C" to compute estimated tax.

**LATE FILING -**

Penalty of 10% of tax plus interest rate of 1/2% per month or fraction of a month to be added if filed after due date.

**MINIMUM TAX -**

\$10.00 for each place of business.

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 the Tax Office, Plymouth Township, at 610-233-0591 during the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.

**This form must be prepared in its entirety. If not applicable, so state.**