

**PLYMOUTH TOWNSHIP
MERCANTILE 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 Mercantile 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 branch or 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

1.	LICENSE FEE Payable by APRIL 15, 2017 (See Fee Schedule on Reverse Side)			
2.	FINAL MERCANTILE TAX FOR CALENDAR YEAR ENDED DEC. 31, 2016, Due APRIL 15, 2017 (Line 7, Schedule "A")			
3.	ESTIMATED MERCANTILE TAX FOR CALENDAR YEAR ENDING DEC. 31, 2017, Due APRIL 15, 2017 (Line 5, Schedule "B")			
4.	NEW BUSINESS ESTIMATED MERCANTILE TAX FOR CALENDAR YEAR ENDING DEC. 31, 2017 (Line 4, Schedule "C")			
5.	a. Lines 1 & 2 & 3 TOTAL DUE: b. For new businesses - Lines 1 & 4 (Minimum due \$35.00)			

ATTACH:

You must attach a copy of your complete Federal Return including current Federal Form #1120 or 1120S, Federal Schedule C-1040, 1065 or Schedule E. 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.

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 MERCANTILE TAX FOR THE YEAR ENDING DEC. 31, 2016

RETAIL SALES - TAX RATE 1 1/2 MILLS (.0015)

1. (a) Gross Receipts from Retail Sales \$.....
- (b) Tax (line 1(a) multiplied by .0015) \$.....

WHOLESALE SALES - TAX RATE 1 MILL (.001) - *see definition below*

2. (a) Gross Receipts from Wholesale Sales \$.....
- (b) Tax (line 2(a) multiplied by .001) \$.....

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

SCHEDULE "B" ESTIMATED MERCANTILE TAX FOR THE CALENDAR YEAR ENDING DEC. 31, 2017
(Base estimated tax on prior year's business)

RETAIL SALES - TAX RATE 1 1/2 MILLS (.0015)

1. (a) Gross Receipts from Retail Sales \$.....
- (b) Tax (line 1(a) multiplied by .0015) \$.....

WHOLESALE SALES - TAX RATE 1 MILL (.001) - *see definition below*

2. (a) Gross Receipts from Wholesale Sales \$.....
- (b) Tax (line 2(a) multiplied by .001) \$.....

3. Total Tax (line 1(b) plus line 2(b)) \$.....
4. (a) Penalty, if filing late and tax due (see instructions below) \$.....
- (b) Interest, if filing late and tax due (see instructions below) \$.....
5. Total Tax, Penalty and Interest (line 3 plus lines 4(a), and 4(b)) - also enter on line 3 on the front of the return \$.....

SCHEDULE "C" ESTIMATED TAX - NEW BUSINESSES ONLY

RETAIL SALES - TAX RATE 1 1/2 MILLS (.0015)

1. (a) Gross Receipts from Retail Sales - first month \$.....
- (b) Number of months to December 31, 2017
- (c) Estimated Gross Receipts (line 1(a) multiplied by line 1(b)) \$.....
- (d) Estimated Tax (line 1(c) multiplied by .0015) \$.....

WHOLESALES SALES - TAX RATE 1 MILL (.001) - *see definition below*

2. (a) Gross Receipts from Wholesale Sales - first month \$.....
- (b) Number of months to December 31, 2017
- (c) Estimated Gross Receipts (line 2(a) multiplied by line 2(b)) \$.....
- (d) Estimated Tax (line 2(c) multiplied by .001) \$.....

3. (a) Penalty, if filing late (see instructions below) \$.....
- (b) Interest, if filing late (see instructions below) \$.....
4. Total Tax, Penalty and Interest (add lines 1(d), 2(d), 3(a) and 3(b)) - also enter on line 4 on the front of the return \$.....

INSTRUCTIONS

WHOLESALE RATE - The only businesses that qualify for the wholesale rate are businesses that sell a product to a vendor who, in turn, resells that product in the exact same form. Selling in bulk or not selling to the general public does not, in itself, qualify a business for the wholesale rate.

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

LICENSE FEE - A license fee is due for each place of business in Plymouth Township as follows: Wholesaler or Retailer \$25.00Wholesaler and Retailer \$50.00Restaurants \$25.00.

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.