

UPPER MERION TOWNSHIP
175 W. VALLEY FORGE RD.
KING OF PRUSSIA, PA 19406
ATTN: BUSINESS TAX OFFICE

LICENSE NO.

NAME AND ADDRESS

HOT SPOT
(On The Reverse Side)

PAYROLL TAX DEPARTMENT

OCCUPATIONAL PRIVILEGE TAX RETURNS ENCLOSED

IMPORTANT: ALL FOUR QUARTERS ENCLOSED, DETACH EACH QUARTER BEFORE COMPLETING.

FORWARD TO PAYROLL TAX DEPARTMENT

TO OPEN - REMOVE STUB ALONG PERFORATION
THEN PEEL BACK THIS TOP ENVELOPE SHEET



2005
EMPLOYER'S RETURN

PAYABLE TO:
UPPER MERION TWP.
175 W. VALLEY FORGE RD.
KING OF PRUSSIA, PA 19406
ATTN: BUSINESS TAX OFFICE
PHONE: (610) 265-2600
www.umtownship.org

UPPER MERION TOWNSHIP
OCCUPATIONAL PRIVILEGE TAX RETURN

OP-1

1ST. QTR.
FOR PERIOD ENDING:
JANUARY 1 TO MARCH 31
DUE DATE: APRIL 30

DETACH BEFORE COMPLETING
ALL FOUR QUARTERS ENCLOSED

1. Total number of individuals reported herewith
2. Gross amount of tax (Line 1 x \$10.00)
3. Penalty (10% of tax due) (If paid after due date)
4. Interest (1 ¼% per month)
5. Total - including any penalty and interest due (Add lines 2, 3 & 4)

LICENSE NO.

NAME AND ADDRESS

I DECLARE UNDER PENALTY OF LAW THAT THE INFORMATION
HEREIN CONTAINED IS TRUE AND CORRECT.

AUTHORIZED
SIGNATURE

DATE FILED

PHONE NO.

(SEE INSTRUCTIONS ON BACK)

INDIVIDUAL LISTING FORM

INDIVIDUAL NAME

SOCIAL SECURITY NUMBER

1

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ADDITIONAL EMPLOYERS MAY BE LISTED ON A BLANK SHEET OF PAPER AND ATTACHED TO THIS FORM.
SEND ORIGINAL QUARTER WITH PAYMENT AND MAKE A COPY FOR YOUR RECORDS.

OP-1



INSTRUCTIONS TO EMPLOYER

1. Forms must be filed on or before due date shown on the face of the form.
2. It is the duty of the employer to collect \$10.00 PER YEAR from himself and all employees working within the corporate limits of Upper Merion Township.
3. If new employees are hired after April 30 of the tax year, it is the responsibility of the employer to file additional Occupational Privilege Tax Returns within the Supplemental periods.
4. In the event that you have no employees from whom you are required to deduct the tax, IN the period shown write the word NONE on line one (1) of the Form OP-1 "Employer's Return," sign the form and return to the Business Tax Office, Upper Merion Township, 175 W. Valley Forge Rd., King of Prussia, PA 19406.
5. Return original with check made payable to:

Upper Merion Township
175 W. Valley Forge Rd.
King of Prussia, PA 19406
ATTN: Business Tax Office
6. Additional listing forms and/or individual "Occupational Privilege Tax Deduction Certificate" forms are available upon request. The employee's paystub is sufficient proof of Tax Deduction, however, individual employee receipts, Form OP-2, are available if required.
7. Employer's Listings of employees with Social Security numbers, whether or not computerized, are acceptable.
8. Individual shall mean any person, male or female, engaged in any occupation, trade or profession of any nature, type or kind whatsoever, within the Corporate limit of the Township, whether in the employ of another or self-employed.

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LICENSE NO.

NAME AND ADDRESS

PHONE NO.

**UPPER MERION TOWNSHIP
OCCUPATIONAL PRIVILEGE TAX RETURN**

**2ND. QTR.
FOR PERIOD ENDING:
APRIL 1 TO JUNE 30
DUE DATE: JULY 31**

**DETACH BEFORE COMPLETING
ALL FOUR QUARTERS ENCLOSED**

OP-1

1. Total number of individuals reported herewith
2. Gross amount of tax (Line 1 x \$10.00)
3. Penalty (10% of tax due) (If paid after due date)
4. Interest (1 ¼% per month)
5. Total - including any penalty and interest due (Add lines 2, 3 & 4)

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AUTHORIZED SIGNATURE _____

DATE FILED _____

**(SEE INSTRUCTIONS ON BACK)
INDIVIDUAL LISTING FORM**

INDIVIDUAL NAME

SOCIAL SECURITY NUMBER

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UPPER MERION TOWNSHIP
OCCUPATIONAL PRIVILEGE TAX RETURN

OP-1

3RD. QTR.
FOR PERIOD ENDING:
JULY 1 TO SEPTEMBER 30
DUE DATE: OCTOBER 31

DETACH BEFORE COMPLETING
ALL FOUR QUARTERS ENCLOSED

1. Total number of individuals reported herewith
2. Gross amount of tax (Line 1 x \$10.00)
3. Penalty (10% of tax due) (If paid after due date)
4. Interest (1 1/4% per month)
5. Total - including any penalty and interest due (Add lines 2, 3 & 4)

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**UPPER MERION TOWNSHIP
OCCUPATIONAL PRIVILEGE TAX RETURN**

OP-1

**4TH. QTR.
FOR PERIOD ENDING:
OCTOBER 1 TO DECEMBER 31
DUE DATE: JANUARY 31**

**DETACH BEFORE COMPLETING
ALL FOUR QUARTERS ENCLOSED**

1. Total number of individuals reported herewith
2. Gross amount of tax (Line 1 x \$10.00)
3. Penalty (10% of tax due) (If paid after due date)
4. Interest (1 1/4% per month)
5. Total - including any penalty and interest due (Add lines 2, 3 & 4)

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