

East Petersburg Borough - 2026 LST Quarterly Tax Return

East Petersburg Borough Local Service Tax (LST) is mandated by Ordinance 255. The LST tax liability for those who work within East Petersburg Borough and earn at least \$12,000.00 is \$52.00 per year. This includes business owners, home-based business owners, self-employed individuals, and sole proprietors. LST must be deducted from an employee's paycheck on a pro-rata basis determined by the number of payroll periods established by an employer for the calendar year. For example, if paid biweekly or 26 times annually, the employer must deduct \$2 per pay. The tax will be collected on a quarterly basis with due dates as follow: 1st quarter due April 30, 2nd quarter due July 31, 3rd quarter due October 31, and 4th quarter due January 31.

Exemption certificates and refund forms are available for employees that may fall into the following categories: multiple employers, earns less than \$12,000.00 per calendar year, active-duty military or military disability (100% permanent disability only). Proper documentation will be required for all exemptions and refunds. You must supply proof of wages if less than \$12,000.00 annually. ALL LST FORMS ARE AVAILABLE ON THE BOROUGH'S WEBSITE: www.eastpetersburgborough.org

INSTRUCTIONS:

1. Type or print the Employer's name and address. Fill in the Location address if it is different than Employer's address.
2. If you are self-employed, you will need to remit the LST on your own behalf (enter "self" under the # of Employees heading). If you do not handle, please forward to your accountant or payroll company.
3. Include your EIN or SSN on each coupon.
4. Sign, list your title, and date the quarterly tax return on the lines provided.

Borough of East Petersburg 2026 LST Quarterly Tax Return 2nd Quarter Due: July 31, 2026

Please remit to:

**East Petersburg Borough
6076 Pine Street, Suite A
East Petersburg, PA 17520**

of Employees

Remittance Amount

EMPLOYER

LOCATION (if different than Employer Address)

EIN/SSN

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct, and complete return.

Signature _____ Title _____ Date _____

Borough of East Petersburg 2026 LST Quarterly Tax Return 1ST Quarter Due: April 30, 2026

Please remit to:

**East Petersburg Borough
6076 Pine Street, Suite A
East Petersburg, PA 17520**

of Employees

Remittance Amount

EMPLOYER

LOCATION (if different than Employer Address)

EIN/SSN

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct, and complete return.

Signature _____ Title _____ Date _____

East Petersburg Borough - 2026 LST Quarterly Tax Return

East Petersburg Borough Local Services Tax (LST) is mandated by Ordinance 255. The LST tax liability for those who work within East Petersburg Borough and earn at least \$12,000.00 is \$52.00 per year. This includes business owners, home-based business owners, self-employed individuals, and sole proprietors. LST must be deducted from an employee's paycheck on a pro-rata basis determined by the number of payroll periods established by an employer for the calendar year. For example, if paid biweekly or 26 times annually, the employer must deduct \$2 per pay. The tax will be collected on a quarterly basis with due dates as follows: 1st quarter due April 30, 2nd quarter due July 31, 3rd quarter due October 31, and 4th quarter due January 31.

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Borough of East Petersburg 2026 LST Quarterly Tax Return 4th Quarter Due: January 31, 2027

Please remit to:

**East Petersburg Borough
6076 Pine Street, Suite A
East Petersburg, PA 17520**

of Employees

Remittance Amount

EMPLOYER

LOCATION (if different than Employer Address)

EIN/SSN

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct, and complete return.

Signature _____ Title _____ Date _____

Borough of East Petersburg 2026 LST Quarterly Tax Return 3rd Quarter Due: October 31, 2026

Please remit to:

**East Petersburg Borough
6076 Pine Street, Suite A
East Petersburg, PA 17520**

of Employees

Remittance Amount

EMPLOYER

LOCATION (if different than Employer Address)

EIN/SSN

I declare under penalties provided by law that this return has been examined by me and to the best of my knowledge is a true, correct, and complete return.

Signature _____ Title _____ Date _____