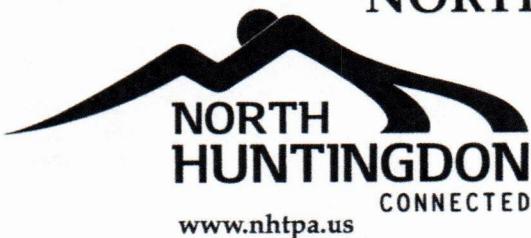


# NORTH HUNTINGDON TOWNSHIP



## Business Gross Receipts Tax

FOR TAX YEAR  
BASED ON  
TOTAL TAX DUE  
ACCOUNT NO.  
ORDINANCE NO. 1085

GROSS RECEIPTS

Make checks payable to :  
Keystone Collections Group  
P.O. Box 489  
Irwin, PA 15642  
Phone (724)978-0300

Please make a copy of the  
completed form for your records

**PLEASE MAKE ADDRESS CHANGE IF ABOVE IS NOT CORRECT**

**PLEASE COMPLETE ALL LINES BELOW IN FULL**

Local or Trade Name of Business: \_\_\_\_\_

Nature of Business: \_\_\_\_\_

Owner or Owners Names: \_\_\_\_\_

Managers Name: \_\_\_\_\_ Month Fiscal Year Ends \_\_\_\_\_

Business Phone Number: \_\_\_\_\_ Date Business Started in NHT \_\_\_\_\_

**ENCLOSE A COPY OF YOUR BUSINESS FEDERAL INCOME TAX RETURN OR  
ALL WORKPAPERS CONTAINING CALCULATIONS USED TO DETERMINE  
AMOUNT OF GROSS RECEIPTS REPORTED.**

How to Compute Tax at 1 mill: MULTIPLY 70% OF GROSS VOLUME BY .001 — ONE MILL EQUALS \$1.00 PER \$1,000.00

### COMPUTATION OF TAX:

1. Actual GROSS VOLUME OF BUSINESS (whole year) \$ \_\_\_\_\_
2. LESS: Gross receipts from manufacturing \_\_\_\_\_
3. 70% of gross volume of business  
(Line 1 less Line 2 x 70%) \_\_\_\_\_
4. 1 mill (.001) of 70% of gross volume of business  
(Line 3 x .001) \_\_\_\_\_
5. BUSINESS LICENSE FEE  
License will be issued when tax is paid in full for the year. \$ 10.00
6. PENALTY (Add 1% on the amount of the unpaid tax for each month or fraction thereof if paid after final due date 5/15 of the tax year) \_\_\_\_\_
7. INTEREST (Add 1% on the amount of the unpaid tax for each month or fraction thereof if paid after final due date 5/15 of the tax year) \_\_\_\_\_
8. TOTAL AMOUNT DUE (Sum of Lines 4, 5, 6, and 7. This amount must be paid in full at the time of filing the Return.) \$ \_\_\_\_\_



CASH  
 CHECK

CHECK NO.

AUTHORIZED SIGNATURE

PRINT SIGNATURE

DATE

**NORTH HUNTINGDON TOWNSHIP – BUSINESS GROSS RECEIPTS TAX  
ORDINANCE #1085**

- Payment due date is May 15 of each tax year. Tax must be paid in full by this date to avoid penalty and interest.
- Penalty – Must be added to payments made after May 15 at 1% of unpaid tax for each month or fraction thereof.
- Interest – Must be added to payments made after May 15 at 1% of unpaid tax for each month or fraction thereof.
- Business License Fee - \$10.00 per year. License will be issued when tax is paid in full for the year. License must be conspicuously posted at each place of business at all times.
- Tax Form – All lines must be completed to avoid return of form due to incomplete filing.
- Proof of Gross Receipts - A copy of your business federal income tax return or work papers containing calculations used to determine amount of gross receipts reported, must be attached to completed form.
- Manufacturing and Non-Profit Entities - Proof of Manufacturing exemption must be sent with final return. License fee of \$10.00 per year must be enclosed.
- Cost of Goods Sold – Is NOT an allowable deduction
- Filing Federal Extension – Interest & Penalty are not excused on extensions. Estimated payment should be made until final return can be filed. Refunds will be processed if estimate is overpaid.
- Ordinance #1085 - [www.nhtpa.us](http://www.nhtpa.us). Click on Documents/Forms/Maps, NHT TAX OFFICE, Business Gross Receipts Form. If filing blank PDF form from website, you must include your account name/number to receive proper credit to your account.

**DO NOT FORGET:**

**ENCLOSE A COPY OF YOUR BUSINESS  
FEDERAL  
INCOME TAX RETURN (SCHEDULE C) OR ALL  
WORKPAPERS CONTAINING CALCULATIONS  
USED TO DETERMINE AMOUNT OF GROSS  
RECEIPTS REPORTED.**