TOWNSHIP OF UPPER ST. CLAIR AND UPPER ST. CLAIR SCHOOL DISTRICT
BUSINESS / SELF-EMPLOYMENT REGISTRATION FORM

This form must be completed in full, signed and returned within fifteen (15) days to the Township of Upper Saint Clair Business Tax Collector; Township of Upper St. Clair Tax Office. 1820 McLaughlin Run Road (412) 831-9000. All questions must be answered completely. All information will be kept confidential.

CHECK ONE:  () INDIVIDUAL  () PARTNERSHIP  () CORPORATION  () OTHER

EMPLOYER NAME:  

FEDERAL EMPLOYER IDENTIFICATION NUMBER:  

TRADE NAME (IF ANY):  

LOCAL UPPER SAINT CLAIR ADDRESS:  

TAX BILLING ADDRESS:  

LOCAL PHONE NO. (  )  OTHER PHONE NO. (  )

CONTACT PERSON:  

CONTACT PERSON:  

NATURE OF BUSINESS:  

DATE BUSINESS COMMENCED:  

DATE FIRST WAGES PAID:  

CHECK APPROPRIATE TAXES APPLICABLE TO YOUR BUSINESS:

N/A  Earned Income Tax Withholding @ 1.3% (.013) = for remitting tax withheld on resident or non-resident employees not subject to a similar tax at place of residence.

(  ) Payroll Service will be submitting quarterly payments. Name of Service

(  ) Local Services Tax (LST) @ $52.00 per employee (Formerly known as Emergency Municipal Services Tax or EMS) = for remitting tax withheld on all employees engaged in occupation within the Township of Upper Saint Clair, or self-employed individuals.

(  ) Payroll Service will be submitting quarterly payments. Name of Service

(  ) Mercantile Tax @ .15% (.0015) = for remitting tax on gross receipts of retail vendors, restaurants or other places where food, drink or refreshments are sold. (Wholesale Vendor/Broker-Mercantile tax rate is .0010.)

Does this business contract with an outside organization for any retail, wholesale sales operation or services conducted within the Township of Upper Saint Clair? (for example, mercantile and/or business privilege taxes on their own)

_____ YES  

_____ NO

SIGNATURE  

TITLE  

DATE  
