

**Earned Income Tax Information for
Residents of Westtown Township and West Chester Area School**

In Pennsylvania, the General Assembly has empowered political subdivisions of the Commonwealth at the local level, to levy, assess, and collect certain types of taxes for general revenue purposes. The authority for levying these non-realty taxes was granted to local school districts and municipalities in 1965 through the passage of the Local Tax Enabling Act (LTEA), commonly referred to as "Act 511". The combined rate of Earned Income Tax for Westtown Township and West Chester Area School District is one percent (1%) and is levied on gross wages and/or net profits from a business or profession.

As of 1/1/11 Keystone Collections Group is the appointed Earned Income Tax Officer for Westtown Township and West Chester Area School District. As the appointed Earned Income Tax Collector, Keystone is charged with the duty of administering the Municipality's and School District's taxes. This includes collecting the tax, establishing rules and regulations to fairly enforce such tax and creating accurate tax records and accounts for each taxpayer.

Below is an Earned Income Tax Registration Form. A completed Registration Form will fulfill your registration requirements under the Earned Income Tax rules and regulations adopted by Westtown Township and West Chester Area School District. More importantly, this information will ensure that your tax dollars are sent to your home taxing jurisdiction. All residents should complete this form, regardless of employment status (unemployed, retired, college student, military personnel, or homemaker). If you have recently moved, please give your current and former address.

Most resident taxpayers will have this tax deducted by their employers. However, if you work in a jurisdiction where it is not withheld, or you are self-employed, you will have to pay the tax directly to Keystone. Your completed registration form should be forwarded to Keystone, who will create an accurate tax account reflecting your correct reporting status and send you the necessary tax forms.

We appreciate your cooperation in completing the registration form. Kindly refer to the back of this letter for general questions and answers about the Earned Income Tax. If you have any additional questions, you may contact a Keystone Taxpayer Service Representative at **1-866-539-1100 (8:00Am-4:00Pm)** or **in person at your local office, 125 Bell Tower Lane, Oxford, PA.**

Please return completed registration forms to: **Keystone Collections Group**
546 Wendel Road, Irwin, PA 15642-7539
Fax 724-978-0339

**Westtown Township and West Chester Area School District
Earned Income Tax Registration Form**

Your Name _____ Your Social Security No. _____

Spouse's Name _____ Spouses Social Security No. _____

Address _____

City _____ County _____ State _____ Zip _____

Phone Number _____ **Westtown Township PSD Code: 151207**

Did you move from another Pennsylvania Location? Yes _____ No _____ If yes, please list previous address and resident

School district _____

Your Employer _____ Working Jurisdiction (Twp/Boro/City) _____

Spouse's Employer _____ Working Jurisdiction (Twp/Boro/City) _____

Is the Earned Income Tax withheld from your pay? _____ From Spouse's pay? _____

Are you self employed? _____ Spouse? _____

If you have no earned income, please record the reason why: retired/homemaker/temporarily unemployed/disabled/student/minor (please state age) other (please specify)

You _____ Spouse _____

Your Signature _____ Date _____