# Local Earned Income Tax Residency Certification Form

**To Employers/Taxpayers:**

This form is to be used by employers and/or taxpayers to report essential information for the collection and distribution of Local Earned Income Taxes. This form must be utilized by employers when a new employee is hired or when a current employee notifies employer of a name and/or address change.

## Employee Information - Residence Location

<table>
<thead>
<tr>
<th>NAME (Last, First, Middle Initial)</th>
<th>SOCIAL SECURITY NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FIRST LINE OF ADDRESS (If PO Box, please include actual street address)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SECOND LINE OF ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
<th>DAYTIME PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MUNICIPALITY (City, Borough, Township)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>PSD CODE</th>
<th>TOTAL RESIDENT EIT RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Employer Information - Employment Location

<table>
<thead>
<tr>
<th>EMPLOYER NAME (Use Federal ID Name)</th>
<th>EMPLOYER FEIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.F. Rohrbaugh Company, Inc</td>
<td>23-1028530</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FIRST LINE OF ADDRESS (If PO Box, please include actual street address)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1030 Wilson Avenue</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SECOND LINE OF ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
<th>PHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hanover</td>
<td>PA</td>
<td>17331</td>
<td>717-632-4353</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MUNICIPALITY (City, Borough, Township)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Penn Township</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>PSD CODE</th>
<th>MUNICIPAL NON-RESIDENT EIT RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>York</td>
<td>6 7 1 0 0 2</td>
<td></td>
</tr>
</tbody>
</table>

## Certification

<table>
<thead>
<tr>
<th>SIGNATURE OF EMPLOYEE</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PHONE NUMBER</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For information on obtaining the appropriate MUNICIPALITY (City, Borough, Township), PSD CODES and EIT (Earned Income Tax) RATES, please refer to the Pennsylvania Department of Community & Economic Development website:

www.newPA.com

Select Get Local Gov Support, >Municipal Statistics