

**YORK ADAMS TAX BUREAU
EMPLOYER INFORMATION**

EMPLOYER ONLINE FILING QUESTIONNAIRE

To file your EIT (earned income tax), LST (local services tax), or MBPT (mercantile/business privilege tax) detail online, please complete the form below and email it to onlineaccounts@yatb.com, or fax it to Employer Services at (717) 854-6376. We will register your account and issue a temporary password. Employers who process their own payroll, fill out Section 1. Payroll processing services, please fill out Section 2. Please type or write legibly.

Section 1 (Individual Employers):

1. Business Name: _____
2. YATB Employer Account Number: _____
3. Federal EIN: _____ - _____
4. Tax Type (check all that apply): EIT LST MBPT
5. Contact Person: _____
6. Contact Person's Email Address: _____
7. Contact Person's Direct Phone Number: _____

Section 2 (Payroll Service Providers):

1. Payroll Service Provider Name: _____
2. Payroll Service Provider FEIN: _____ - _____
3. Contact Person: _____
4. Contact Person's Email Address: _____
5. Contact Person's Direct Phone Number: _____

In addition to the above information, Payroll Service Providers must email an Excel spreadsheet containing the following detail:

- Identify the attachment as W-2 data or LST accounts
- YATB account number for each employer
- Federal EIN for each employer
- Name of each employer