



YORK ADAMS TAX BUREAU
 York: 717-845-1584
 Fax: 717-854-6376 email: employer@yatb.com
 Information at www.yatb.com

**HANOVER BOROUGH BUSINESS
 PRIVILEGE TAX RETURN**

THIS FORM MUST BE FILED WITH YOUR PAYMENT

REPORT FOR TAX YEAR **20** _____

TAXING AUTHORITY:

Amended Return

MBP ACCOUNT NUMBER:		FEDERAL EIN:	
BUSINESS NAME AND MAILING ADDRESS:		BUSINESS LOCATION:	
ACKNOWLEDGMENT AND SIGNATURE: I DECLARE UNDER PENALTY OF LAW THAT THIS RETURN IS A TRUE AND COMPLETE STATEMENT TO THE BEST OF MY KNOWLEDGMENT AND BELIEF.		NATURE OF BUSINESS	
SIGNED _____		BUSINESS OWNER	
DATE: _____		OWNER PHONE NUMBER	
		TAX PREPARER	
		PREPARER PHONE NUMBER	

COMPUTATION OF VOLUME OF BUSINESS:

*Must include a Federal Schedule, PA State Schedule, or Internal Report to match gross volume of business.

Report prior year gross receipts..... \$

COMPUTATION OF TAX:

	REPORT ACTUAL GROSS OF BUSINESS	GROSS VOLUME OF BUSINESS	*EXEMPTION & EXCLUSIONS	TAXABLE AMOUNT	TAX RATE	AMOUNT OF TAX DUE	
1.	SERVICE / RENTAL				.002	\$	1.
2.	ADD INTEREST @ 1/2% PER MONTH OR FRACTION THEREOF FROM DATE DUE UNTIL PAID.					\$	2.
3.	AFTER APRIL 15, ADD 10% PENALTY					\$	3.
4.	COST OF COLLECTION (LATE FEE)					\$	4.
5.	TOTAL (LINES 1 - 4)					\$	5.
6.	REFUND or CREDIT					\$	6.

*Exemptions

TOTAL PAID	\$
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Make Checks payable to: YATB

There will be a **\$25.00** fee for returned payments & checks.

REMIT TO:
 York Adams Tax Bureau
 PO Box 12009
 York, PA 17402

Label enclosed for your convenience

Hanover Borough Business Privilege Tax

The completed form with payment must be remitted to the York Adams Tax Bureau. Please contact the Employer Services Department with any questions via email at employer@yatb.com or by phone at 717-845-1584, option 2.

INSTRUCTIONS

1. Each person, partnership, association, or corporation engaged in a business providing a service within the Borough is liable for filing the business privilege tax returns and paying all tax which is due. Service gross receipts include all labor and materials that are a part of the service.
2. Returns are due April 15th. Failure to pay by the due date will result in penalty and interest charges being applied.
3. A copy of the appropriate properly completed IRS and/or PA schedule or schedules must be enclosed with your final return. An accounting of your receipts is also requested if the figure reported on the filing differs from the receipts amount listed on the schedule.
4. If business commenced less than one full year prior to the beginning of the tax year gross receipts are determined by multiplying by 12 the first full months receipts.
5. If business commenced after the beginning of the tax year the gross receipts are determined by multiplying the first month's receipts by the number of months remaining in the tax year.
6. If you require a receipt of your payment please include a self-addressed stamped envelope with your filing(s).

Remittance Address:

EMPLOYER SERVICES
YORK ADAMS TAX BUREAU
PO BOX 12009
YORK PA 17402