

York Adams Tax Bureau Employer Online Filing Questionnaire

In order to have the ability to file your EIT (earned income tax) W-2 and/or LST (local services 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. York Adams Tax Bureau Account Number: _____
3. Federal EIN: _____ -- _____
4. Amount of Last Quarterly EIT Payment (for verification purposes): \$ _____
5. Contact Person: _____
6. Contact Person's Email address: _____
7. Contact Person's Direct Phone Number: _____

SECTION 2 (Payroll Processors):

1. Payroll Processor Name: _____
2. Payroll Processor EIN: _____ -- _____
3. Contact Person: _____
4. Contact Person's Email address: _____
5. Contact Person's Direct Phone Number: _____

In addition to the above information, Payroll Processors must e-mail an Excel spreadsheet containing the following details:

- 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