



**EMPLOYER: Once you receive this Exemption Certificate, you shall not withhold the Local Services Tax for the portion of the calendar year for which this certificate applies, unless you are otherwise notified or instructed by the tax collector to withhold the tax.**

Tax Office: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #:

City/State: \_\_\_\_\_

Zip:

### IMPORTANT NOTE TO EMPLOYERS

1. The municipality is required by law to exempt from the LST employees whose earned income from all sources (employers and self-employment) in their municipality is less than \$12,000 when the combined rate exceeds \$10.00.
2. The school district for the municipality in which your worksite(s) is located may or may not levy an LST. If it does, the income exemption provided may differ from the municipality and can be anywhere from \$0 to to \$11,999.
3. Contact the tax office where your business worksites are located to obtain this information.

LST Exemption 10-07

**Employment Information: List all places of employment for the applicable tax year. Please list your PRIMARY EMPLOYER under #1 below and your secondary employers under the other columns. If self employed, write SELF under Employer Name column.**

	1. PRIMARY EMPLOYER	2.	3.
<b>Employer Name</b>			
<b>Address</b>			
<b>Address 2</b>			
<b>City, State Zip</b>			
<b>Municipality</b>			
<b>Phone</b>			
<b>Start Date</b>			
<b>End Date</b>			
<b>Status (FT or PT)</b>			
<b>Gross Earnings</b>			

**4. PRIMARY  
EMPLOYER**

**5.**

**6.**

<b>Employer Name</b>			
<b>Address</b>			
<b>Address 2</b>			
<b>City, State Zip</b>			
<b>Municipality</b>			
<b>Phone</b>			
<b>Start Date</b>			
<b>End Date</b>			
<b>Status (FT or PT)</b>			
<b>Gross Earnings</b>			

**PLEASE NOTE:**

**All information received by the Tax Collector is considered to be CONFIDENTIAL and is only used for official purposes relating to the collection, administration and enforcement of the LOCAL SERVICES TAX.**

**I DECLARE UNDER PENALTY OF LAW THAT THE INFORMATION STATED ON AND ATTACHED TO THIS FORM IS TRUE AND CORRECT:**

**SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_**