

FISCAL YEAR: \_\_\_\_\_

ACCOUNT NO.: \_\_\_\_\_

**WEST MIFFLIN AREA SCHOOL DISTRICT  
ESTIMATED QUARTERLY BUSINESS PRIVILEGE TAX**

Business Name: \_\_\_\_\_ Doing Business As: \_\_\_\_\_

Business Address: \_\_\_\_\_ Physical Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Federal Tax ID: \_\_\_\_\_

Type of Business:

- Individual    Partnership    Corporation    Non-Profit Organization    LLC

PLEASE SELECT QUARTERLY REPORT PERIOD:

- First Quarter – July 1 through September 30 (due October 31)  
 Second Quarter – October 1 through December 31 (due January 31)  
 Third Quarter – January 1 through March 31 (due April 30)  
 Fourth Quarter – April 1 through June 30 (due July 31)

| TYPE OF SALES | A<br>TOTAL<br>GROSS<br>VOLUME | B<br>EXEMPTIONS* | C<br>EXCLUSIONS* | D<br>TAXABLE<br>VOLUME<br>A - (B + C) | E<br>TAX<br>RATE                                     | F<br>TOTAL<br>AMOUNT DUE<br>D x E |
|---------------|-------------------------------|------------------|------------------|---------------------------------------|--|-----------------------------------|
| SERVICES:     |                               |                  |                  |                                       | .006   |                                   |
| COMMISSIONS   |                               |                  |                  |                                       | .006   |                                   |
| RENTALS:      |                               |                  |                  |                                       | .006   |                                   |
| OTHER:        |                               |                  |                  |                                       | .006   |                                   |
|               |                               |                  |                  |                                       | <b>NET TAX DUE</b>                                   |                                   |
|               |                               |                  |                  |                                       | <b>PLUS PENALTY AND INTEREST<br/>(1 % PER MONTH)</b> |                                   |
|               |                               |                  |                  |                                       | <b>TOTAL DUE</b>                                     |                                   |
|               |                               |                  |                  |                                       | <b>AMOUNT ENCLOSED</b>                               |                                   |

*CERTIFICATION*

I declare under the penalties of perjury that this return (including any accompanying schedule(s) and statement(s)) has been examined by me and to the best of my knowledge and belief is a true and correct return.

\_\_\_\_\_  
Signature of Tax Preparer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Taxpayer

\_\_\_\_\_  
Date

*Please make check payable and remit to:*

**Legal Tax Service Inc.  
PO Box 10060  
Pittsburgh, PA 15236-6060**

**You must provide detail of your exemptions and exclusions on a separate sheet of paper.**

***EXEMPTIONS MAY INCLUDE:***

1. Non-profit corporations and associations organized for religious, charitable, or educational purposes.
2. Any portion of a business that is subject to the West Mifflin Borough and West Mifflin Area School District Mercantile Tax, or the business of any political subdivision.
3. Receipts from shipment of goods moving in Interstate Commerce.

***EXCLUSIONS MAY INCLUDE:***

1. In the case of a financial business, the cost of securities and other property sold, exchanged, paid at maturity, or redeemed, and money or credits received in repayment of advances, credits and loans, but not to exceed the principal amount of such advances, credits and loans, and deposits.
2. Receipts attributable to interstate or foreign commerce.
3. Receipts for services attributable to another office of the taxpayer that is outside of the school district.
4. Receipts from sales of goods for which the taxpayer acquired the goods at the same price.

Legal Tax Service, Inc. is authorized by law to examine the books, papers, and records of any taxpayer, to verify the accuracy of all tax forms and to ascertain the tax due. Therefore, every taxpayer is directed and required by law to give Legal Tax Service, Inc. the means, facilities, and opportunity for such examination and investigation.

**Please note that in addition to the quarterly forms, we require that a FINAL form be filed with by August 15 every year.**

We also ask that you please call us prior to, or shortly after, your business closes so that we may get your accounts squared away.

Please call with any questions or concerns. We are open Monday through Friday 8:30 to 4:30. You may reach the business tax department at 412-464-9997, option 6. Additional forms can be downloaded from our website: [legaltaxservice.com](http://legaltaxservice.com).