

**QUARTERLY RETURN ON LOCAL TAXES WITHHELD**
**TOWNSHIP OF CHARTIERS**
**CHARTIERS HOUSTON SCHOOL DISTRICT**

Phone: 724-745-3415

**OFFICE USE**

Receipt \_\_\_\_\_

Date \_\_\_\_\_

Keep forms together when filling out. Send only top copy each quarter; submit name of employee(s) and amount of tax withheld; retain last copy for your file records.

**QUARTER**
**1/1 - 3/31**
**4/1 - 6/30**
**7/1 - 9/30**
**10/1 - 12/31**

 1. Amount of Payroll  
subject to tax

 2. Amount of Tax  
Withheld at 1%

 3. Amount paid tax  
Commissioner

Any discrepancy between the amounts shown on lines 2 and 3 must be fully explained.

**DUE DATES**
**QUARTER ENDING**

On or before April 30

March 31

On or before July 30

June 30

On or before October 30

September 30

On or before January 30

December 31

**FOURTH QUARTER USE ONLY (fill in)**

Total Local Taxes Withheld during year (Enclose copy of employee W-2)

\$

Total Amount Tax Remitted

\$

**TAXABLE YEAR**
**Remove this copy before signing**

I declare under the penalties of perjury, that this return has been examined by me and to the best of my knowledge and belief is a true and complete return, pursuant to the regulations of your Tax District.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

**EMPLOYER**

 Make check or money order payable to: **Chartiers Township EIT**  
**2 Buccaneer Drive, Houston, PA 15342.**