

LICENSE

WEST MANCHESTER TOWNSHIP 380 East Berlin Road • York, PA 17404	BUSINESS PRIVILEGE AND/OR MERCANTILE RETURN TAX YEAR 2002
Privilege is hereby granted to engage as vendor under the name of:	BUSINESS LOCATION
NAME & ADDRESS	ACCOUNT NUMBER
	FOR ASSISTANCE CALL 717-792-3505
This license is issued in accordance with the Tax Ordinance	

PLEASE RETAIN - THIS IS YOUR LICENSE

License:

This payment is to be forwarded to West Manchester Township by April 15 with the Tax Collector's copy. The above form is the License. This copy is to be conspicuously posted at the place of business or each of the places of businesses at all times. If there is more than one place of business within the district it is necessary to procure a license for each location. New businesses must file within 40 days of commencement.

Tax Return:

Each person, partnership, association, or corporation engaged in any business, within the district, is liable for a Business Privilege and/or Mercantile Tax.

Instructions and regulations are available by notifying West Manchester Township. Please forward the top copy of the return to West Manchester Township with your payment by the indicated due date.

Please make all checks payable to West Manchester Township. If a receipt is needed a self addressed stamped envelope must accompany payment.

LOCAL TAXPAYER BILL OF RIGHTS NOTIFICATION

YOU ARE ENTITLED TO RECEIVE A WRITTEN EXPLANATION OF YOUR RIGHTS WITH REGARD TO THE AUDIT, APPEAL, ENFORCEMENT, REFUND AND COLLECTION OF LOCAL TAXES BY CALLING the FINANCE DIRECTOR AT 717-792-3505 DURING THE BUSINESS HOURS OF 9:00 A.M. TO 5:00 P.M.

A copy of an appropriate IRS schedule (Example, Form 1120, Form 990, Form 1065, Form Schedule C) must be filed.