

**EARNED INCOME TAX INFORMATION FOR RESIDENTS OF  
THE BOROUGH OF WEST CONSHOHOCKEN**

In Pennsylvania, the General Assembly has empowered political subdivisions of the Commonwealth, at the local level, to levy, assess, and collect certain types of taxes for general revenue purposes. The authority for levying these non-realty taxes was granted to local school districts and municipalities in 1965 through the passage of the Local Tax Enabling Act (LTEA), commonly referred to as 'Act 511'. The rate of earned income tax for the Borough of West Conshohocken is one percent (1%) and is levied on gross wages and/or net profits from a business or profession.

Keystone Tax Bureau is the appointed earned income tax administrator for the Borough of West Conshohocken. As the appointed earned income tax administrator, Keystone Tax Bureau is charged with the duty of collecting the borough's taxes. This includes collecting the tax, establishing rules and regulations to fairly enforce such tax and creating accurate tax records and accounts for each taxpayer.

Below is an Earned Income Tax Registration Form. A completed Registration Form will fulfill your registration requirements under the Earned Income Tax rules and regulations adopted by the Borough of West Conshohocken. More importantly, this information will ensure that your tax dollars are sent to your home taxing jurisdiction. All residents should complete this form, regardless of employment status (unemployed, retired, college student, military personnel, or homemaker). If you have recently moved, please give your current and form address.

Most resident taxpayers will have this tax deducted by their employers. Although, if you work in a jurisdiction where it is not withheld, or you are self-employed, you will have to pay the tax directly to Keystone Tax Bureau. Your completed registration form will be forwarded to Keystone Tax Bureau, who will create an accurate tax account reflecting your correct reporting status and send you the necessary tax forms.

We appreciate your cooperation in completing the registration form. **If you have any additional questions, you may contact Keystone Tax Bureau at 610-993-8609 or visit their website at [www.keytaxbur.com](http://www.keytaxbur.com).**

The following is an excerpt from the Borough of West Conshohocken Ordinance No. 00-1 Added 4-11-2000. "Any resident, individual or other entity that makes application for a building permit or use and occupancy permit for any residential dwelling located within the Borough of West Conshohocken shall include in their application an earned income tax registration form."

---

**EARNED INCOME TAX REGISTRATION FORM  
THE BOROUGH OF WEST CONSHOHOCKEN**

Your Name \_\_\_\_\_ Your Social Security No. \_\_\_\_\_

Spouse's Name \_\_\_\_\_ Spouse's Social Security No. \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date you moved to above address \_\_\_\_\_

Did you move here from another Pennsylvania location? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please list previous address and resident school district \_\_\_\_\_

Your Employer \_\_\_\_\_ Spouse's Employer \_\_\_\_\_

Working Jurisdiction (Twp/Boro/City) \_\_\_\_\_ Working Jurisdiction (Twp/Boro/City) \_\_\_\_\_

Is the Earned Income Tax withheld from your pay? \_\_\_\_\_ From Spouse's Pay? \_\_\_\_\_

Are you self-employed? Yes \_\_\_\_\_ No \_\_\_\_\_ Spouse? Yes \_\_\_\_\_ No \_\_\_\_\_

If you have no earned income tax, please record the reason why: retire/homemaker/temporarily unemployed/disabled/student/minor (please state age)/other (please specify)

You \_\_\_\_\_ Spouse \_\_\_\_\_

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