

**Borough of Conshohocken  
Earned Income Tax Registration Form**

Your Name: \_\_\_\_\_ Your Soc. Sec. #: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_ Spouse's Soc. Sec. #: \_\_\_\_\_

New Address: \_\_\_\_\_ Date of Residency: \_\_\_\_\_

Please list previous address and resident school district:

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

School Dist.: \_\_\_\_\_

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? \_\_\_\_\_ Spouse? \_\_\_\_\_

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

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

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

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**Earned Income Tax Information for  
Residents of the Borough of 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 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 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 to fairly enforce such tax and creating accurate tax records and accounts for each taxpayer.

Above 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 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 your employment status (unemployed, retired, college student, military personnel, or homemaker). If you have recently moved, please give your current and former 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 current reporting status and send you the necessary 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.