

BOROUGH OF FOREST HILLS

4400 Greensburg Pike
PITTSBURGH, PA
15221 (412) 351-7330



LOCAL SERVICES TAX REFUND REQUEST

Directions: Please complete the form below and submit to the borough office **NO LATER THAN April 15** of the year following the collection of the tax along with:

- A copy of your W2 Form(s) or **(if self employed only)** Schedule C of 1040 form
- A copy of the pay stub showing that the \$52 tax was deducted from your paycheck **OR**
- A copy of your cancelled check showing payment of the \$52 tax **(if self employed only)**

No refunds will be paid if this request is received after April 15 or if any part of the form is incomplete or if submitted without the above requested documents. Refunds are paid only if your total salary is below \$12,000 (no refunds for salaries at \$12,000 or higher). No refunds of amounts less than \$1.

Name/Address of Employer *(please print)*:

Please check box below if you are self employed:

- Self Employed *(include your social security number below)*

Print Name: _____ Social Security Number: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone Number: _____

I declare under penalties provided by law that this refund request is to the best of my knowledge and belief a true, correct and complete request.

Signature: _____ Date: _____

Refund check will be cut and mailed within 3 weeks of the date that this form is submitted along with the required supporting documents.

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Office Use Only

Approved: _____ Date: _____ Check Number/Date: _____