



# TOWNSHIP OF PINE

ALLEGHENY COUNTY • PENNSYLVANIA

230 Pearce Mill Road, Wexford, PA 15090

## IMPORTANT - Earned Income Tax Changes for 2012

### Tax years 2011 and prior:

Township of Pine EIT Office  
230 Pearce Mill Rd  
Wexford PA 15090  
(724) 625-1636 ext. 118  
[www.twp.pine.pa.us](http://www.twp.pine.pa.us)

### Tax years 2012 and beyond:

Keystone Collections Group  
546 Wendel Rd  
Irwin PA 15642  
(724) 978-0300  
[www.keystonecollects.com](http://www.keystonecollects.com)

#### ↑ Overview:

A major change is taking place in the way earned income taxes are collected in Pennsylvania. On January 1, 2012, a new statewide law takes effect that requires municipalities to consolidate their earned income tax collection into larger regions (or tax collection districts). Pine is in the "Allegheny North Tax Collection District", which chose Keystone Collections Group as the collector. For tax years 2012 and beyond, you will be filing your tax return with them. You will no longer be able to drop off tax returns or payments at the Township building for tax years 2012 and forward. For this reason, you will notice on the enclosed 2011 tax return that the option to apply an overpayment to next year's tax has been eliminated. If you have an overpayment, please choose either to receive a refund, to donate it to "Friends of Pine Community Parks", or to split your overpayment between the two options.

#### ↑ What employees need to know for 2012:

The new law also requires all employers with worksites in Pennsylvania to withhold the earned income tax for all employees, if they do not already do so. If you are an employee, your employer should have asked you to complete a "Residency Certification Form" indicating your municipality of residence. This is so the tax collector knows where to send your earned income tax. It is important for all Pine residents to use the correct "PSD (political subdivision) code" on the form to ensure that the tax comes to Pine. The PSD code for Pine is "711001". If your employer has not asked you to complete the Residency Certification form, you should contact your payroll department immediately.

#### ↑ Self-employed:

Self-employed individuals will continue to make quarterly estimated payments, but starting with the 1<sup>st</sup> quarter of 2012 (due April 30<sup>th</sup>, 2012), the payments will be sent to Keystone Collections Group.

#### ↑ Reminder - 2011 and prior

The Township of Pine Earned Income Tax Office will continue to collect the earned income tax for all tax years prior to 2012. Please contact our office for assistance in clearing up any outstanding delinquencies.

During this time of transition, our office is available to answer questions. Please feel free to call, email, or stop in Monday through Friday between 8:00am & 4:30pm. It has been a pleasure serving the taxpayers of our community. Thank you. *Township of Pine Earned Income Tax Office*