 **Keystone Collections Group**  
 PO Box 559  
 Irwin, PA 15642-0559

**Business Name and Address**

**Form LST-S Local Services Tax**  
*File Each Quarter*

Due Date	<b>Quarter 4</b>
----------	----------------------

Total Number Employees .....

1. Tax Remitted   ,   .

2. Penalty/Interest  
 (1.25% per month)   ,   .


3. Total Tax Paid   ,   .

**Municipality**

PSD Code:     FEIN:  -

*For faster filing, report ONLINE at  
[www.KeystoneCollects.com](http://www.KeystoneCollects.com)*

1382011700401311800000000000000000000002

 **Keystone Collections Group**  
 PO Box 559  
 Irwin, PA 15642-0559

**Business Name and Address**

**Form LST-S Local Services Tax**  
*File Each Quarter*

Due Date	<b>Quarter 3</b>
----------	----------------------

Total Number Employees .....

1. Tax Remitted   ,   .

2. Penalty/Interest  
 (1.25% per month)   ,   .


3. Total Tax Paid   ,   .

**Municipality**

PSD Code:     FEIN:  -

*For faster filing, report ONLINE at  
[www.KeystoneCollects.com](http://www.KeystoneCollects.com)*

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 **Keystone Collections Group**  
 PO Box 559  
 Irwin, PA 15642-0559

**Business Name and Address**

**Form LST-S Local Services Tax**  
*File Each Quarter*

Due Date	<b>Quarter 2</b>
----------	----------------------

Total Number Employees .....

1. Tax Remitted   ,   .

2. Penalty/Interest  
 (1.25% per month)   ,   .


3. Total Tax Paid   ,   .

**Municipality**

PSD Code:     FEIN:  -

*For faster filing, report ONLINE at  
[www.KeystoneCollects.com](http://www.KeystoneCollects.com)*

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 **Keystone Collections Group**  
 PO Box 559  
 Irwin, PA 15642-0559

**Business Name and Address**

**Form LST-S Local Services Tax**  
*File Each Quarter*

Due Date	<b>Quarter 1</b>
----------	----------------------

Total Number Employees .....

1. Tax Remitted   ,   .

2. Penalty/Interest  
 (1.25% per month)   ,   .

3. Total Tax Paid   ,   .

**Municipality**

PSD Code:     FEIN:  -

*For faster filing, report ONLINE at  
[www.KeystoneCollects.com](http://www.KeystoneCollects.com)*

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### Filing Form LST-S

1. A business with one or more employees working within the taxing district must return a complete LST-S Form or file online on or before the quarterly due dates. Multiple workplaces located in different taxing jurisdictions MUST be reported separately.
2. Each business shall report its Federal Tax Identification Number (FEIN), workplace location (municipality), Municipal PSD (political subdivision) code, employee tax information, and number of employees for whom the tax is being remitted.
3. Save time, file online. On the online Business Resources home page, click the [e-file Business Portal](#) icon.
4. You may file and make payment online.
5. Or you can file your return and pay by check.
6. Make check payable to **Keystone Collections Group**.



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