



Allen Township

Local Services Tax (LST) Registration Form

4714 Indian Trail Road Northampton, PA 18067

(p) 610-262-7012 · (f) 610-262-7364

Info@allentownship.org

www.allentownship.org

Account Number (Use Federal EIN#): _____

Employer Business Name (Use Federal ID Name): _____

Employer's Mailing Address (Main Office/HQ Address) (Where all forms are to be sent):

Employer's Local Business Address within Allen Township (Physical Office Location in Twp) (If applicable)*:

Employee's PHYSICAL WORK ADDRESS if working remotely [WFH] at a different address than employer (list each employee's address separately for those employees located within Allen Township who are working from home)**:

Payroll Contact Name (First & Last): _____

Payroll Contact Phone Number: _____

Payroll Contact Email Address: _____

Payroll Fax Number: _____

Payroll Company Name (If Applicable): _____

Payroll Company Phone Number & Email: _____

*Local Services Tax (LST) in Pennsylvania is a tax levied at the employee's actual physical work location. Therefore, a person MUST be employed at a physical location IN Allen Township, Northampton County, Pennsylvania.

**If a person is a RESIDENT of Allen Township and WORKS FROM THEIR HOME (WFH), the LST IS collected by Allen Township.

A physical address within Allen Township must be provided on this form. Please list the physical address of the business in Allen Township. All other submissions will be returned.

If any information on this registration form changes, please complete a new form and return it to the Township Municipal Office. *If you are unsure if your business or WFH employee is located in Allen Township, please contact us to confirm.*

Last Rev. September 8, 2022