

Instructions For Form W-3 LST (Reconciliation)

1. The Tax Office copy of this annual reconciliation form should be filed on or before the last day of February.
2. A computer report, Excel spreadsheet or other detailed report must accompany this form. The required information is name, address, Social Security Number and total LST withheld for the year.
3. The reconciliation form is to be returned to the Tax Office even if you withheld no LST tax during one or more quarters of the calendar year applicable to this filing.

NOTE: The total tax withheld figure on Line 7 should agree with total tax paid on Line 6. Compare the two totals. If the difference exceeds \$1.00, adjust your payment for the 4th quarter accordingly. Differences of less than \$1.00 are acceptable.

Form W3

**Annual
Reconciliation
of LST
(Local Services Tax)**

Employer Name:		Contact:	Tax Year:
Account Number:	EIN:	Phone:	Quarter:

1. Total # of Employees:	
2. Quarter 1 Payment	\$
3. Quarter 2 Payment	\$
4. Quarter 3 Payment	\$
5. Quarter 4 Payment	\$
6. Total Tax Paid	\$
7. Total Tax Withheld	\$
Total LST Due:	\$

I declare under penalties provided by Law that I have examined this completed Return and it is true and correct to the best of my knowledge.

 X

TITLE: _____

**Detailed Listing Required for LST
Must be filed by last working day of February**