

**TRINITY AREA SCHOOL DISTRICT
TOWNSHIPS OF AMWELL, CANTON, NORTH FRANKLIN, AND SOUTH STRABANE
LAURA KEISLING
MERCANTILE TAX COLLECTOR
550 WASHINGTON ROAD
WASHINGTON PA 15301
724-225-7244 (TELEPHONE) OR LKEIS@YMAIL.COM(EMAIL ADDRESS)**

Please find enclosed Mercantile Tax forms to be filed with the Trinity Area School District and the Townships of Amwell, North Franklin, Canton, and South Strabane for the first, second, third, and fourth quarters of 2017. **Note that merchants whose businesses are located in the Trinity Area School District in the Townships of North Franklin, Canton, South Strabane and Amwell are to pay mercantile taxes due to the Trinity Area School District and the above-noted townships to Laura Keisling, Collector. The total rate for the district and townships is 0.0015 for retail sales and 0.0010 for wholesale sales.**

Please review your mercantile tax records for payments that were made for the four quarters of 2017 to determine if all quarterly payments have been made accurately. **Please complete and return the below mercantile tax reconciliation form to me by 4/15/2018.**

BUSINESS NAME AND LOCAL PHYSICAL

LOCATION _____

MERCANTILE TAX CONTACT:

NAME _____ **PHONE** _____

MAILING ADDRESS FOR TAX FORMS _____

FAX _____ **EMAIL** _____

<i>2017 Mercantile Tax Reconciliation Form</i>				
Quarter	Gross Receipts	Tax Due	Tax Paid	Additional Tax/Penalty Due
01/01/17-03/31/17	Wholesale:			
	Retail:			
04/01/17-06/30/17	Wholesale:			
	Retail:			
07/01/17-09/30/17	Wholesale:			
	Retail:			
10/01/17-12/31/17	Wholesale:			
	Retail:			
Totals				
Balance due for Y/E 12/31/2017:				

SIGNATURE OF PREPARER/TITLE _____