

BOROUGH OF ROCKLEDGE
MERCANTILE LICENSE TAX and BUSINESS PRIVILEGE TAX
FINAL RETURN FOR YEAR ENDING DECEMBER 31, 2015
AND
ESTIMATED RETURN FOR YEAR 2016
MAIL COMPLETED RETURN WITH REMITTANCE
TO: BOROUGH OF ROCKLEDGE
121 HUNTINGDON PIKE, ROCKLEDGE, PA 19046
DUE MAY 1, 2016

AXPAYER'S NAME:
MAILING ADDRESS:
where bills are to be sent)
FEDERAL ID #: PHONE #:

DO NOT WRITE IN THIS SPACE

LicenseDate Rec.
No. Verified:
Audited

OWNER'S NAME: PHONE #:

ADDRESS: SOCIAL SECURITY#:

NATURE OF BUSINESS:

ART A - SUMMARY OF TAX FOR 2015:

- 1. ACTUAL GROSS RECEIPTS FOR 2015 \$
2. TAX ON LINE 1 (LINE 1 X .0015) MINIMUM TAX IS \$15.00 \$
3. DEDUCT ESTIMATED TAX PAID IN 2014 (NOT LICENSE FEE) \$
4. ADDITIONAL 2015 TAX DUE OR (OVERPAYMENT) (LINE 2 - LINE 3) \$

ART B - ESTIMATED TAX FOR 2015:

- 5. ACTUAL GROSS RECEIPTS FOR 2015 \$
OR
6. ESTIMATED GROSS RECEIPTS FOR 2016 \$
7. TAX ON LINE 5 OR LINE 6 (LINE 5 OR LINE 6 X .0015) MINIMUM TAX IS \$15.00 \$
8. MERCANTILE LICENSE FEE OR BUSINESS PRIVILEGE REGISTRATION FEE \$ \$15.00
9. AMOUNT DUE (ADD LINES 7 & 8) \$
10. 10% PENALTY IF FILED OR PAID AFTER MAY 1, 2016 (LINE 9 X .10) \$
11. 1% INTEREST PER MONTH OR FRACTION THERE OF IF FILED OR PAID AFTER MAY 1, 2016 \$
12. TOTAL TAXES, FEES, PENALTY, & INTEREST DUE (ADD LINES 9, 10, & 11) \$

ART C - TOTAL TAX AND PENALTIES DUE:

- 13. TOTAL TAXES AND FEES DUE (ADD LINES 4 & 12) \$

MAKE CHECK PAYABLE TO "BOROUGH OF ROCKLEDGE"

I declare under Penalty of Law that all statements made herein and/or in supporting schedules are true, correct and complete.

Signature
Official Title Date

Signature of person preparing return, if other than taxpayer

PLEASE ANSWER QUESTIONS ON REVERSE SIDE

SCHEDULE A

1. GROSS RECEIPTS FOR 2015 (On Same Basis as Reported for Federal Income Tax)	\$ _____
2. LESS: TOTAL EXCLUSIONS OR CREDITS	
Nature and _____	\$ _____
reasons for _____	\$ _____
exclusion _____	\$ _____
3. TAXABLE GROSS RECEIPTS (Line 1 Minus Line 2) (Enter This Amount on Line 1 on Page 1)	\$ _____

QUESTIONS

(Please Answer Fully - Use Extra Sheet if Necessary) – Circle Answers

- | | |
|--|---|
| <p>A Please circle applicable:
Individual Partnership Corporation Other</p> <p>B Number of Employees _____</p> <p>C If you terminated your business, give date _____</p> <p>D If you sold your business (or assets upon liquidation) insert Purchaser's name below. If you effected a change of business entity during the past year, mark appropriate blocks
Name of New Owner _____
Address _____
From: Individual Partnership Corporation
To: Individual Partnership Corporation</p> | <p>E Is this return based on full year? YES NO</p> <p>F Date when business or other activity was started
_____</p> <p>G On what basis are your records kept?
Cash Accrual Other (Explain) _____</p> <p>H Do you have any branch or other business YES NO
If Yes, indicate Name and Address</p> <p>I Do you lease any departments to others YES NO
If Yes, Explain _____</p> |
|--|---|

Instructions for Filing Mercantile License and Business Privilege Tax Return – Please refer to Ordinance No. 452, Sections 733.01-.99 and Sections 735.01-.99 for more specific information.

i. Who is Subject to Mercantile License Tax or Business Privilege Tax

- (1) Every individual, partnership, limited partnership, association or corporation in the Borough of Rockledge engaging in the business of wholesale or retail vendor, or in conducting restaurants or other places where food, drink or refreshments are served in the Borough of Rockledge is subject to the Mercantile License Tax. Please refer to Ordinance No. 452, Sections 733.01-.99, for more information.
- (2) Every individual, partnership, limited partnership, association, or corporation in the Borough of Rockledge engaging in certain business, trades, occupations and professions is subject to the Business Privilege Tax, with some exemptions and exclusions. Please refer to Ordinance No. 452, Sections 735.01-.99, for more information.

ii. How to Compute the Mercantile License or Business Privilege Tax Bases

- (1) In general, the tax is based on the annual gross volume or business, which means "gross receipts." "Gross receipts" includes cash, accounts receivable and property of any kind or nature received in or attributable to business in Rockledge. You cannot deduct the cost of property sold, materials used, labor, services or other costs, interest or discount paid, or any other expenses.
- (2) If the taxpayer was in business during the full calendar year 2015 the estimated tax in the calendar year 2016 is measured by the entire amount of business transacted (gross receipts) during 2015.
- (3) If the taxpayer commenced business in 2015, the estimated tax for the calendar year 2016 is measured by dividing the gross receipts of the business transacted during 2015 by the number of months he was in business during 2015 and multiplying the result of that division by twelve.
- (4) If the taxpayer commenced his business during 2015, the estimated tax is measured by his gross receipts for the first month of his engaging in business multiplied by the number of months remaining in 2015.
- (5) If the taxpayer's business is seasonal, temporary or itinerant by its nature the tax is measured by the actual gross amount of business transacted during the calendar year 2015.

iii. When and Where to File this Form

- (1) Every taxpayer who was in business in January 2015 is required to file this return by May 1, 2016, (Those in categories B. (2) and B. (3) above.)
- (2) Every taxpayer who commences business in 2015 is required to file this return within forty days from the date of commencing business, (Category B. (4) above; Fill in Line 6).
- (3) Every taxpayer engaged in a business, temporary, seasonal or itinerant by its nature, is required to file this return within seven days of the completion of such business. (Those in category B. (5) above.) D.

iv. Possible Credits for Similar Taxes Paid to Other Municipalities

- (1) For information concerning possible credits for similar taxes paid to other municipalities and under what circumstances a credit will be given, please refer to Sections 733.20C and 735.20C or Ordinance No. 452.

v. Interest and Penalty

- (1) If this return is not timely filed and paid it is subject to interest of 1% per month (or fraction thereof) and penalty of 10% of tax. A late filing penalty of 10% of the amount due will be assessed and interest of 1% per month or fraction of any month will be assessed on amount due for late filing or late payment.