

SCHEDULE B: EXCLUSIONS FROM GROSS RECEIPTS – Report total on Line 2 of page one

	Wholesale	Retail
B 1) Interstate transactions - attach breakdown	\$	\$
B 2) Manufacturing - attach federal or PA exemption		
B 3) Articles of own growth		
B 4) Sales returns and allowances- if included in gross receipts		
B 5) Trade discounts		
B 6) Excise tax / federal tax on admissions/dues		
B 7) Liquid fuels tax - gasoline only		
B 8) Receipts of entity categorized as a public utility		
B 9) Commissions paid by a broker to another broker		
B10) Tax receipts collected as an agent for USA or PA		
B11) Beer distributor		
B12) Receipts attributable to locations outside of Pitcairn attach breakdown and list addresses		

PITCAIRN COUNCIL AUTHORIZED THE MUNICIPALITY OF MONROEVILLE TO COLLECT MERCANTILE TAX FOR THE BOROUGH OF PITCAIRN BEGINNING JANUARY 1, 2006.

INSTRUCTIONS:

- ❖ Line 1 and 2: Complete and insert Gross Receipts / Volume from Schedule A and B
Allocate amounts between applicable columns.
Submit a copy of documentation used to obtain amount reported on line 1 and line 2
- ❖ Line 6 = 1% per month is a combined rate of interest @ 6% per annum and penalty @ ½% per month.
- ❖ Line 7 = \$5 per location in Pitcairn when reporting receipts for only one tax type.
\$10 for each location reporting gross volume or receipts from wholesale and retail activities.
- ❖ Checks should be made payable to “Municipality of Monroeville.”
- ❖ Post mark at the post office **BY APRIL 15, 2012**. Submit the return with appropriate payment and documentation. Due Date is different if business commenced in Pitcairn in current year.
- ❖ Mail to: Business Tax Office 2700 Monroeville Blvd Monroeville, PA 15146-2388.

Direct Inquiries to: montax@monroeville.pa.us Phone 412 856 3347 Facsimile 412 856 1054
www.monroeville.pa.us provides detailed information for Pitcairn Tax Ordinances since this return does not contain all details and disclosures.

LOCAL LAW DOES NOT PROVIDE FOR AN EXTENSION OF TIME TO FILE.

It is recommended you file a tentative return WITH payment then amend the return if necessary.
Any unpaid balance must include interest & penalty.

Definition of tax type:

WHOLESALE/RETAIL = Mercantile: Sale of tangible goods, commodities, food, beverages, or a place of amusement
Examples include: merchandise, theaters, amusement parks, bowling alleys, and pin ball machines

TAXPAYERS BILL OF RIGHTS DISCLOSURE STATEMENT: You are entitled to receive a written explanation of your rights with regard to the audit, appeal, enforcement, refund and collection of local taxes from www.monroeville.pa.us or the Tax Office between 9 a.m. and 4 p.m.