



# CITY OF SUNBURY

www.cityofsunbury.com

ELIZABETH KREMER, CITY TREASURER  
225 MARKET STREET  
SUNBURY, PA 17801  
TELEPHONE (570) 286-4588

## “PERSONAL / SELF EMPLOYED” L.S.T. 3 - LOCAL SERVICES TAX INVOICE

Instructions to Self-Employed Persons or Individuals Whose Employers are Not Required to Withhold.

- A. Complete form and file the Return with your payment by the due date.
- B. When you receive more than one L.S.T. 3 (Local Services Tax Invoice), remit your payment with the primary Return. On all others write, “Does Not Apply” and return to sender.
- C. You may apply for a refund if more than one employer withheld the money.
- D. In the event that you are not engaged in a business or occupation within the corporate limits of the City of Sunbury, write “Not Working” and return to the City Treasurer’s Office.

**REMINDER - PLEASE SIGN, DETACH AND RETURN BOTTOM SECTION WITH YOUR PAYMENT.**

### FORM LST 3

LOCAL SERVICES TAX  
PERSONAL RETURN  
(SELF-EMPLOYED)  
CITY OF SUNBURY

**READ INSTRUCTIONS  
AT TOP OF FORM  
BEFORE COMPLETING**

REMINDER — SIGN THIS  
RETURN

1. LOCAL SERVICES TAX PER QUARTER	13	00	1
2. PENALTY (5%)			2
3. INTEREST (½ % PER MONTH)			3
4. YEARLY TOTAL DUE	52	00	4

I DECLARE UNDER PENALTY OF LAW THAT THE INFORMATION  
HEREIN CONTAINED IS TRUE AND CORRECT

**\$1.00 PER WEEK PER EMPLOYEE**

1st period - Jan., Feb., Mar., - DUE BY APRIL 30  
2nd period - April, May, June, - DUE BY JULY 31  
3rd period - July, Aug., Sept., - DUE BY OCT. 31  
4th period - Oct., Nov., Dec., - DUE BY JAN. 31

PAYABLE TO:

ELIZABETH KREMER, CITY TREASURER  
225 MARKET ST., SUNBURY, PA 17801  
TEL. (570) 286-4588

AUTHORIZED  
SIGNATURE

DATE FILED

Name and Address

FOR PERIOD

COLLECTOR'S STAMP

KEEP THIS SECTION FOR YOUR RECORDS

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