BERKHEIMER
EARNED INCOME TAX ADMINISTRATOR
121 EAST SECOND STREET
BERWICK, PA 18603

IMPORTANT NOTICE

Your earned income tax payment for the quarter indicated below is now OVERDUE. Please remit payment due, along with the DQ-1 form below within 30 days.

You are entitled to receive a written explanation of your rights with regard to the audit, appeal, enforcement, refund and collection of local taxes by calling Berkheimer at 610-599-3139, during the hours of 9:00 a.m. through 4:30 p.m., Monday through Friday. Or you can visit our website for information and/or contact us at www.hab-inc.com. If Berkheimer is not the appointed tax hearing officer for your taxing district, you must contact your taxing district about the proper procedures and forms necessary to file an appeal.

Disregard this notice if payment was made after

REMIT TO:
BERKHEIMER
EARNED INCOME TAX ADMINISTRATOR
PO BOX 902
BANGOR PA 18013-0902

TAXPAYER COPY

RESIDENT MUNICIPALITY:

OVERDUE QUARTER:
PERIOD COVERED:

1.	**Earned Income (Must enter amount)**:.....	
2.	**Tax Rate** of multiplied by line 1.....	
3.	**Amount Withheld by Employer**.....	
4.	**TAX DUE**: (line 2 minus line 3)	
5.	**Penalty & Interest:** Line 2 multiplied by (1% per month after due date)	
6.	**Cost**	
7.	**Total Payment Due** (add lines 4, 5 & 6):.....	

REMINDER -
NEXT QUARTER DUE:

▲ Keep top portion for your records ▲

▼ Detach and return bottom portion with your payment ▼

DQ-1 BERKHEIMER TAX ADMINISTRATOR

- If you have no earned income, state the reason: retired/homemaker/student/disabled/temporarily unemployed/ minor (state age) /other (please specify) _____
- If all tax is withheld by employer(s), check this box and do not complete this form. ☐
- If you are using the prior year/quarter credit, check this box. ☐

RESIDENT MUNICIPALITY:

QUARTERLY ESTIMATED EARNED INCOME TAX

1.	**Earned Income** (Must enter amount):.....	
2.	**Tax Rate** of multiplied by line 1..	
3.	**Amount Withheld** by Employer.....	
4.	**TAX DUE**: (line 2 minus line 3)	
5.	**Penalty & Interest:** Line 2 multiplied by (1% per month after due date)	
6.	**Cost**	
7.	**Total payment due** (add lines 4, 5 & 6): **Payable to: HAB-EIT**	

PLEASE ENTER SOCIAL SECURITY NUMBER: ☐☐☐ ☐☐ ☐☐☐☐

DO NOT WRITE BELOW THIS LINE

Berkheimer is the administrator of the Earned Income Tax, which is levied by your local township, borough, and/or school district.

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