

Find the Proper PSD Code

Employers can find their PSD Code and EIT rate at the following Web site: <u>http://munstatspa.dced.state.pa.us/FindLocalTax.aspx</u>.

Enter the employee Home and Work address. You will need the information in the EIT Tax Collector section; you can disregard the LST Collector section.

If a message appears that reads "The Following Errors Have Occurred," please try one of the following options.

Option A. The U.S. Census Bureau

To find your employees' Municipality and County, use the US Census Bureau Web site (http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml).

Click Address Search. Type the address then click **Go**. The Municipality and County information appears under the County Subdivision section.

To find the PSD code associated with the employee's address go to the following Web site: http://munstatspa.dced.state.pa.us/Registers.aspx.

Select the **Earned Income Tax** option then click **Map Search**. A page appears that displays all of the counties in Pennsylvania. Select the appropriate county then select the appropriate municipality from the drop down menu. Click **View Report** to view the Municipality, County, School District PSD Code and the Total Resident EIT Rate information.

Option B. Online Maps

If the employee lives in a rural area, the U.S. Census Bureau may not have the Municipality and County information for the employee's address. Some online maps, like Mapquest (<u>http://www.mapquest.com/</u>), will display the county for the entered address.

Once you have the proper county for the employee address, you can obtain the township and borough for the address at the PA Department of Transportation

 $(\underline{http://www.dot.state.pa.us/Internet/Bureaus/pdPlanRes.nsf/infoBPRTownshipandBoroughMaps?OpenForm \& AutoFramed) \ county \ listing.$

After you have the township, borough or city, you can then obtain the proper PSD Code and EIT Rate.

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