

2001 ANNUAL RECONCILIATION OF EMPLOYER WAGE TAX

Who Must File: All Employers who paid taxable compensation to residents of Philadelphia, even if earned outside of Philadelphia, and to non-residents for services performed within Philadelphia.

When To File: The Annual Reconciliation of Employer Wage Tax for the calendar year 2001 is due on or before **February 28, 2002**. **Failure to file by the due date will result in the imposition of interest and penalty.**

Where To File: Sign the Annual Reconciliation return and mail to:

City of Philadelphia
Department of Revenue
P.O. Box 1670
Philadelphia, Pa. 19105-1670

- **W-2 Forms:** See Page 2 for reporting instructions.
- **Place your Federal Identification Number and/or Social Security Number in the space provided if it was not preprinted.**
- **Change Form:** Use this form to report a mailing address change, cancellation of activity and a change of entity. A single Change Form can be used for all tax types for which you are liable.
- **Print your numbers legibly and boldly to ensure efficient processing. Photocopies of this return are not acceptable.** This return can be obtained by calling the number listed below and is available for download from our website.
- **If the tax due on line 12 of this Annual Reconciliation is \$1 or more, make check payable to "City of Philadelphia." Do not remit tax if less than \$1.**
- **Tax Overpaid:** A refund petition must be filed by the employer for any employer refunds. To obtain this refund form, see the "Contact Information" section below.
- **Wage Tax Rate Reduction:** It is expected that the Wage Tax rate will again be reduced, effective on July 1, 2002. Visit our web site, call or e-mail the Revenue Department in June, 2002, for confirmation that the rate has been reduced. As in previous years, a notice will also be sent to all Wage Tax accounts after the reduction becomes law.
- **Contact Information:** For more information call 215-686-6600 or send e-mail to revenue@phila.gov. Tax forms, schedules and instructions can be downloaded from our web site at phila.gov/revenue. All forms are in Adobe Acrobat Format and require Adobe Acrobat 4.0 or later.

COMPUTATION OF INTEREST AND PENALTY

| Month after Due Date | Returns Filed After Due Date | Interest | Penalty | Combined Interest & Penalty | Cumulative Interest & Penalty |
|----------------------|------------------------------|----------|---------|-----------------------------|-------------------------------|
| 1st | 03/01/02 thru 03/31/02 | 1% | 1% | 2% | 2% |
| 2nd | 04/01/02 thru 04/30/02 | 1% | 1% | 2% | 4% |
| 3rd | 05/01/02 thru 05/31/02 | 1% | 1% | 2% | 6% |
| 4th | 06/01/02 thru 06/30/02 | 1% | 2% | 3% | 9% |
| 5th | 07/01/02 thru 07/31/02 | 1% | 2% | 3% | 12% |
| 6th | 08/01/02 thru 08/31/02 | 1% | 2% | 3% | 15% |
| 7th | 09/01/02 thru 09/30/02 | 1% | 3% | 4% | 19% |
| 8th | 10/01/02 thru 10/31/02 | 1% | 3% | 4% | 23% |
| 9th | 11/01/02 thru 11/30/02 | 1% | 3% | 4% | 27% |
| 10th | 12/01/02 thru 12/31/02 | 1% | 4% | 5% | 32% |
| 11th | 01/01/03 thru 01/31/03 | 1% | 4% | 5% | 37% |
| 12th | 02/01/03 thru 02/28/03 | 1% | 4% | 5% | 42% |

For each additional month or fraction thereof, after the 12th month, add 1% for interest and 1 ¼% for penalty.