



CITY OF PHILADELPHIA - DEPARTMENT OF REVENUE  
**2018 BUSINESS INCOME & RECEIPTS TAX**  
 For business conducted in and out of Philadelphia  
 DUE DATE: APRIL 15, 2019



**2018 BIRT**

Taxpayer Name and Address

If this is a change of address, check this box:

If your business terminated in 2018, enter the termination date AND file a CHANGE FORM.

→

**YOU MUST COMPLETE WORKSHEET "S" and SCHEDULE "C-1"**

If this is an amended return place an "X" here:

**COMPUTATION OF TAX DUE OR OVERPAYMENT**

1. NET INCOME PORTION OF TAX (from Schedule B, Line 13 or Schedule A, Line 15. If there is no tax due, enter "0".....	1.	<input type="text"/>	.00
2. GROSS RECEIPTS PORTION OF TAX (from Schedule D, Line 13). If there is no tax due, enter "0".....	2.	<input type="text"/>	.00
3. Tax Due for the 2018 Business Income & Receipts Tax (Line 1 plus Line 2).....	3.	<input type="text"/>	.00
4. <b>MANDATORY 2019 BIRT Estimated Payment (See Instructions)</b> .....	4.	<input type="text"/>	.00
5. Total Due by 4/15/2019 (Line 3 plus Line 4).....	5.	<input type="text"/>	.00

**ESTIMATED PAYMENTS AND OTHER CREDITS**

6a. Include any estimated and/or extension payments of 2018 BIRT previously made, and any credit from overpayment of the 2017 BIRT and/or 2018 NPT return.....	6a.	<input type="text"/>	.00
6b. Credit from Special Credit Schedule (SC). (Cannot exceed amount on Line 3).....	6b.	<input type="text"/>	.00
6c. Total payments and credits. (Line 6a plus Line 6b).....	6c.	<input type="text"/>	.00
7. Net Tax Due (Line 5 less Line 6c). If Line 6c is greater than Line 5, enter "0".....	7.	<input type="text"/>	.00
8. Interest and Penalty Refer to web site for current percentage.....	8.	<input type="text"/>	.00
9. <b>TOTAL DUE</b> including Interest and Penalty (Line 7 plus Line 8). Use payment coupon. Make check payable to: "City of Philadelphia".....	9.	<input type="text"/>	.00

**OVERPAYMENT OPTIONS** If Line 6C is greater than Line 5, enter the amount to be:

10a. Refunded. <b>Do not file a separate Refund Petition</b> .....	10a.	<input type="text"/>	.00
10b. Applied to the 2018 Net Profits Tax Return.....	10b.	<input type="text"/>	.00
10c. Applied to the 2019 Business Income & Receipts Tax.....	10c.	<input type="text"/>	.00

Under penalties of perjury, as set forth in 18 PA C.S. §§ 4902-4903 as amended, I swear that I have reviewed this return and accompanying statements and schedules, and to the best of my knowledge and belief, they are true and complete.

Taxpayer Signature \_\_\_\_\_ Date \_\_\_\_\_ Phone # \_\_\_\_\_

Preparer Signature \_\_\_\_\_ Date \_\_\_\_\_ Phone # \_\_\_\_\_



2018 BIRT SCHEDULE B



City Account Number

Empty box for City Account Number

COMPUTATION OF TAX ON NET INCOME (METHOD II)

Reminder - You must use the same method (METHOD I or METHOD II) that you elected on the first Business Income & Receipts Tax return filed. If you are using Schedule B, do not complete or file Schedule A.

Note: If any entry on this schedule exceeds \$999,999,999 - See special mailing instructions below Schedule A.

Place "X" in box to indicate a loss.

Main form with 13 numbered rows for tax computation, including Net Income, Adjustments (2a-2j), Adjusted Net Income, Total Nonbusiness Income, Apportionment, and Taxable Income. Includes checkboxes for losses and input boxes for values.

ENTER HERE AND ON PAGE 1, LINE 1 OF THIS RETURN.





For business conducted in and out of Philadelphia

The Department has adopted a **Single Sales/Receipts Factor Apportionment** methodology for BIRT. The Property and Payroll Factors are **no longer used** in the calculation of the Philadelphia Apportionment percentage. The Single Sales/Receipts Factor Apportionment percentage is the ratio of **Philadelphia Sales/Receipts to Total Sales/Receipts everywhere**.

The **sourcing** of sales/receipts is the **same as it has been** in prior years. *Receipts* and *Taxable Receipts* are defined at *Philadelphia Code § 19-2601* and explained in Article III of the BIRT Regulations.

[www.phila.gov/revenue/birt-regs](http://www.phila.gov/revenue/birt-regs)

**Market-Based Sourcing of Service/Sales for Software Companies**

A **Software Company** (as defined by BIRT Regulations Section 101DD) is to source sales/receipts (for both the Receipts and Net Income bases) in accordance with **Market-based sourcing**. That is, the sale of products and the performance of services will be deemed to be the location where the recipient receives the benefit of the products and services.

**This schedule must be completed in order to receive the deduction from Worksheet S.**

**COMPUTATION OF APPORTIONMENT FACTOR TO BE APPLIED TO APPORTIONABLE NET INCOME.** YOU MUST COMPLETE SCHEDULE C-1 IF YOU ARE APPORTIONING YOUR INCOME. FAILURE TO INCLUDE THIS SCHEDULE WITH YOUR RETURN MAY RESULT IN THE DISALLOWANCE OF YOUR APPORTIONMENT AND YOU MAY BE BILLED.

1. Philadelphia Sales/Receipts (From Schedule D line 6).....	1.	<input type="text"/>	.00
2. Gross Sales/Receipts Everywhere (From Schedule D line 4).....	2.	<input type="text"/>	.00
3. Single Sales/Receipts Factor Apportionment Percentage (Line 1 divided by 2).....	3.	<input type="text"/> · <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

ENTER THE PHILADELPHIA RECEIPTS FACTOR APPORTIONMENT PERCENTAGE ON SCHEDULE A, LINE 8 OR SCHEDULE B, LINE 6.

**DO NOT FILE THIS RETURN if Line 3 is equal to 100%. Use the BIRT-EZ return which is available at [www.phila.gov/revenue](http://www.phila.gov/revenue).**  
**Do not submit Schedule C-1 with the BIRT-EZ return.**






**2018 BIRT SCHEDULE D  
COMPUTATION OF TAX ON GROSS RECEIPTS**

The following taxpayers should not file Schedule D.

- Taxpayers registered under the Pennsylvania Securities Act of 1972;
- Persons subject to a tax imposed pursuant to Article VII, VIII, IX or XV of the Tax Reform Code of 1971 (Banks, Title Insurance Companies, Trust Companies, Insurance Companies and Mutual Thrift Institutions)
- Other Financial Businesses

These industries should file Schedules H-J, available on our website at [www.phila.gov/revenue](http://www.phila.gov/revenue).

***Do not report negative numbers on this schedule.***

1. Gross Receipts from sales and/or rentals of tangible personal property, dividends, interest, royalties, and gains on sale of stocks, bonds and business capital assets.....	1.		.00
2. Gross Receipts from services.....	2.		.00
3. Gross Receipts from rentals of real property.....	3.		.00
4. Total of Lines 1 through 3.....	4.		.00
5. Less exclusions from:			
5a. Sales delivered outside of Philadelphia.....	5a.		.00
5b. Services performed outside of Philadelphia.....	5b.		.00
5c. Rentals of real property outside of Philadelphia.....	5c.		.00
5d. Other (specify).....	5d.		.00
6. Net Taxable Receipts before Statutory Exclusion (Line 4 minus Lines 5a through 5d).....	6.		.00
<b>7. Statutory Exclusion (Lower of Line 6 or \$100,000.00).....</b>	7.		.00
8. Net Taxable Receipts <b>after</b> Statutory Exclusion (Line 6 minus Line 7).....	8.		.00
9. Receipts on which tax is to be computed by the Alternate Method. (Enter here and on Schedule E, Line 1, 5 or 10.).....	9.		.00
10. Receipts subject to tax at the regular rate (Line 8 minus Line 9).....	10.		.00
11. <b>TAX DUE</b> at the regular rate. (Line 10 times .001415).....	11.		.00
12. <b>TAX DUE</b> using the Alternate Method from Schedule E, Line 15, if applicable.....	12.		.00
13. <b>TOTAL TAX DUE</b> (Line 11 plus Line 12).....	13.		.00

**Enter here and on Page 1, Line 2 of this return.**

**Worksheet S - Use to calculate Statutory Net Income Deduction**

S1. Enter the lower of Line 6 above or \$100,000.....	S1.		.00
S2. Enter Current Year Income from Line 11 of Schedule A or Line 9 of Schedule B. If loss, enter zero.....	S2.		.00
S3. Enter Net Taxable Receipts from Line 6 above.....	S3.		.00
S4. Divide Line S2 by Line S3. (Cannot be greater than 1.0000).....	S4.		
S5. Statutory Net Income Deduction (Line S1 times Line S4. Cannot exceed \$100,000).....	S5.		.00

**Enter here and on Line 12 of Schedule A or Line 10 of Schedule B.**





**2018 BIRT SCHEDULE A**

**COMPUTATION OF TAX ON NET INCOME (METHOD I)**

To be used by taxpayers electing to report net income from the operation of a business in accordance with their accounting system, after subtracting from gross receipts the cost of goods sold and all ordinary and necessary expenses of doing business, rather than as reported to and ascertained by the Federal Government.

**Reminder** - You *must* use the same method (METHOD I or METHOD II) that you elected on the first Business Income & Receipts Tax return filed. **If you are using Schedule A, do not complete or file Schedule B.**

**Note:** If any entry on this schedule exceeds \$999,999,999 - See special mailing instructions below.

Place "X" in box to indicate a loss.



1. Net Income (Loss) per accounting system used plus income taxes deducted in arriving at Net Income.....	1.	<input type="checkbox"/>		.00
2. Net Income (Loss) from certain port related activities.....	2.	<input type="checkbox"/>		.00
3. Net Income (Loss) from specific PUC and ICC business activities.....	3.	<input type="checkbox"/>		.00
4. Net Income (Loss) from Public Law 86-272 activities.....	4.	<input type="checkbox"/>		.00
5. Adjusted Net Income (Loss) (Line 1 minus Lines 2, 3 and 4).....	5.	<input type="checkbox"/>		.00
6. Total Nonbusiness Income (Loss).....	6.	<input type="checkbox"/>		.00
7. Income (Loss) to be apportioned (Line 5 minus Line 6).....	7.	<input type="checkbox"/>		.00
8. Apportionment Percentage from Schedule C-1, Line 3.....	8.	<input type="checkbox"/>	.	
<b>9. Income (Loss) apportioned to Philadelphia (Line 7 times Line 8).....</b>	9.	<input type="checkbox"/>		.00
10. Nonbusiness Income (Loss) allocated to Philadelphia.....	10.	<input type="checkbox"/>		.00
11. Current year Income (Loss) (Line 9 plus Line 10).....	11.	<input type="checkbox"/>		.00
<b>12. Statutory Net Income Deduction from Worksheet S, Line S5 (Must complete Schedule C-1.).....</b>	12.			
13. Loss Carry Forward, if any.....	13.			.00
14. Taxable Income (Loss). (Line 11 minus Line 12 minus Line 13).....	14.	<input type="checkbox"/>		.00
15. <b>TAX DUE</b> (Line 14 times .0630) If Line 14 is a loss, enter zero.....	15.			.00

**ENTER HERE AND ON PAGE 1, LINE 1 OF THIS RETURN.**

**Special Mailing Instructions for Schedules A and B**

If your entry for any line exceeds 999,999,999., include a cover letter with your return indicating the correct entries for Schedule A or B and request manual processing of the return to assure proper entry of your accounting data.



2018 BIRT SCHEDULE E

COMPUTATION OF TAX ON GROSS RECEIPTS



City Account Number

Empty box for City Account Number

ALTERNATE METHOD OF COMPUTING TAX ON GROSS RECEIPTS

(To be used by Manufacturers, Wholesalers and Retailers electing to use the Alternate Method of computation.)

SEE BUSINESS INCOME AND RECEIPTS TAX REGULATIONS (SECTION 305) AT WWW.PHILA.GOV/REVENUE.

A. MANUFACTURERS

- 1. Receipts on which tax is to be computed by the Alternate Method (from Schedule D, Line 9)..... 1. [ ] .00
2. Cost of goods sold for the receipts reported on Line 1..... 2. [ ] .00
3. TAX BASE (Line 1 minus Line 2)..... 3. [ ] .00
4. TAX DUE (Line 3 times .0234). If Line 3 is a loss, enter zero..... 4. [ ] .00

B. WHOLESALERS

- 5. Receipts on which tax is to be computed by the Alternate Method (from Schedule D, Line 9)..... 5. [ ] .00
6. Applicable Cost of Goods for the receipts reported on Line 5:
(a) Cost of material..... 6a. [ ] .00
(b) Cost of Labor..... 6b. [ ] .00
7. TOTAL APPLICABLE COST OF GOODS (Line 6a plus 6b)..... 7. [ ] .00
8. TAX BASE (Line 5 minus Line 7)..... 8. [ ] .00
9. TAX DUE (Line 8 times .0329). If Line 8 is a loss, enter zero..... 9. [ ] .00

C. RETAILERS

- 10. Receipts on which tax is to be computed by the Alternate Method (from Schedule D, Line 9)..... 10. [ ] .00
11. Applicable Cost of Goods for the receipts reported on Line 10:
(a) Cost of material..... 11a. [ ] .00
(b) Cost of Labor..... 11b. [ ] .00
12. TOTAL APPLICABLE COST OF GOODS (Line 11a plus 11b)..... 12. [ ] .00
13. TAX BASE (Line 10 minus Line 12)..... 13. [ ] .00
14. TAX DUE (Line 13 times .0078). If Line 13 is a loss, enter zero..... 14. [ ] .00
15. TOTAL TAX DUE (Total of Lines 4, 9 and 14)..... 15. [ ] .00

Enter the amount from Line 15 on Schedule D, Line 12.



2018 BIRT SCHEDULE SC

SPECIAL CREDIT SCHEDULE



City Account Number

Empty box for City Account Number

Important Note

Schedule SC is to be used by a taxpayer participating in any of the BIRT Tax Credit Programs (listed below) in order to claim the applicable credit on their 2018 BIRT return. A taxpayer must have made an application to participate in and been accepted into the respective program by the Revenue Department. Also, the taxpayer must fulfill all statutory and regulatory requirements to participate in the respective Tax Credit Program (e.g., entering into commitment agreements with the Department and complying with its terms and conditions, tax compliance, etc.). A taxpayer not meeting all the requirements for participation in the respective BIRT Tax Credit Program will not receive the applicable credit.

For more information on the various BIRT Tax Credit Programs, please refer to the Department's website at http://www.phila.gov/Revenue/taxpro/Pages/TaxCredits.aspx.

Table with 13 rows of tax credit categories, each with a number, a description, a line number, and three input boxes followed by a total amount (e.g., .00). Row 13 is labeled 'TOTAL CREDITS'.



2018 BIRT and NPT Returns  
**WORKSHEET N**

New Business and Employment Worksheet  
(Philadelphia Code 19-3800)



City Account Number

To be used by taxpayers who are claiming new business status under Philadelphia code 19-3800.

Taxpayer must first complete the eligibility questionnaire to use this worksheet.

**For Business Income & Receipts Tax Long Form Filers**

**COMPUTATION OF TAX ON NET INCOME**

1. Enter the amount of taxable income from Schedule A, Line 14 or Schedule B, Line 12.  
To report a net loss, check the box..... 1.   .00
2. Tax Due as computed for new business..... 2.  .00  
Enter the amount of Line 2 on BIRT Page 1, Line 1 and if liable, NPT Page 1, Line 11.

**COMPUTATION OF TAX ON GROSS RECEIPTS**

3. Enter the taxable gross receipts from Schedule D, Line 8..... 3.  .00
4. Tax Due as computed for new business..... 4.  .00  
Enter the amount of Line 4 on BIRT Page 1, Line 2.

**For Business Income & Receipt Tax - EZ Filers**

**COMPUTATION OF TAX ON NET INCOME**

1. Enter the amount of taxable income from BIRT-EZ Page 2, Line 5  
To report a net loss, check the box..... 1.   .00
2. Tax Due as computed for new business..... 2.  .00  
Enter the amount of Line 2 on BIRT-EZ Page 1, Line 1 and if liable, NPT Page 1, Line 11.

**COMPUTATION OF TAX ON GROSS RECEIPTS**

3. Enter the taxable gross receipts from BIRT-EZ Page 2, Line 10..... 3.  .00
4. Tax Due as computed for new business..... 4.  .00  
Enter the amount of Line 4 on BIRT-EZ Page 1, Line 2.

**For Business Income & Receipts Tax Schedule H-J Filers**

**COMPUTATION OF TAX ON NET INCOME**

1. Enter the amount of taxable income from Schedules H-J (Schedule A or B),  
Line 12 or (Schedule H-1), Line 11. To report a net loss, check the box..... 1.   .00
2. Tax Due as computed for new business..... 2.  .00  
Enter the amount of Line 2 on BIRT Page 1, Line 1 and if liable, NPT Page 1, Line 11.

**COMPUTATION OF TAX ON GROSS RECEIPTS**

3. Enter the taxable gross receipts from Schedule H-J (Schedule H), Line 10 or 24..... 3.  .00
4. Tax Due as computed for new business..... 4.  .00  
Enter the amount of Line 4 on BIRT Page 1, Line 2.

**Important Note:** Use Worksheet N to complete Page 1 of the BIRT return and if liable, Page 1 of the NPT return, Line 11.

