

Bucks County Earned Income Taxing Authority

Re: New Consolidated Earned Income Tax Collector

As you may recall, the state passed Act 32, requiring countywide collection of earned income tax (EIT). One EIT collector for all of Bucks County must be appointed by September 15, 2010. At its Regular Meeting of July 29, 2010, the Bucks TCC appointed Keystone Collections Group as EIT Tax Collector, effective January 1, 2011.

In order to effect a smooth transition, the Bucks TCC is supplying you with the following Action Items List that will require attention from your municipality or school district.

If you have any questions regarding the above, please feel free to contact me at 215-822-1391, by mail at 207 Park Avenue, Chalfont, PA 18914, or email ebradley@newbritaintownship.org.

Respectfully,

Eileen M. Bradley
Township Manager
New Britain Township
Treasurer
Bucks TCC

Enclosures

CC: All Bucks County EIT Taxing Authorities

BUCKS TCC TRANSITION CHECK LIST

- By September 15, 2010: Bucks TCC appoints Keystone Collection Group as Tax Collector for EIT commencing 1/1/2011. *Note: Switch to TCC Tax Collector is not mandatory until 1/1/2012.*

- Mid September: If contacted by Keystone, assist in assuring transfer of former tax collector data to Keystone.

- Before October 1, 2010: Many Taxing Authorities have contracts with Berkheimer that run year to year. Many Berkheimer contracts require ninety (90) days written notice of termination of contract. This will fall before October 1, 2010.

Those with ongoing contracts will either choose to remain with their current collector, or will need to provide notice pursuant to the terms of their contract. Consult your solicitor on this matter.

- Those Taxing Authorities interested in LST or other Act 511 tax collection by Keystone should review their contracts with their current vendors, then contact Keystone directly to make arrangements.

- By November 1, 2010: Individual Municipality/School District must notify TCC and DCED if they will have Keystone collect EIT effective 1/1/2011, or **wait until 1/1/2012 when it is mandatory.**

- By November 1, 2010: Individual Municipality/School District who will be accelerating collections to 1/1/2011 must pass resolutions appointing Keystone, adopting the Rules and Regulations as outlined in the Agreement, and adopting the Act 192 Fee Schedule.
Note: These documents are being drafted and will be supplied to each TCC Delegate and Taxing Authority once finalized.

- Before December, 2010 and **Ongoing**: Validate tax duplicate provided by Keystone for accuracy of information.