

**NOTICE TO THE RESIDENTS OF THE  
MILLERSBURG AREA SCHOOL DISTRICT**

**2024 OCCUPATION/PER CAPITA TAXES**

**WHO MUST PAY**

All persons eighteen (18) years of age or older by July 1, 2024, are responsible for paying the two \$5.00 School Per Capita Taxes. There are no exonerations for these taxes.

All persons eighteen (18) years of age or older by July 1, 2024, who have an annual earned income from gainful employment of \$3,000 or more for the period of January 1, 2024, through December 31, 2024, are responsible for the occupation tax as based on the assessment of \$250.

**PERSONS WHO MAY BE EXONERATED**

Any individual who will receive less than \$3,000 in earned income in the 2024 calendar year is not liable for payment of the \$250 occupation tax and may file for exoneration upon receipt of their tax notice. (Only earned income should be considered. Pensions, social security, dividends, etc., should not be included.)

**APPLICATIONS**

Applications for exoneration must be filed by February 28, 2025. Decisions on these applications will be made based on income information as filed on the 2024 Earned Income Tax return with Keystone Collections Group. This return **MUST BE** filed in order to be considered for exoneration. If applicant does not qualify for exoneration, applicant will be responsible for paying the taxes plus penalty.

Statements of earned income or proof of qualification for exoneration will be subject to audit.

All forms must be notarized and returned to the Tax Collector.

**MILLERSBURG AREA SCHOOL DISTRICT  
APPLICATION FOR EXONERATION FROM OCCUPATION TAX**

(Form must be **notarized** and filed with the Tax Collector before **February 28, 2025**.)

I hereby request that I be exempt from paying the Millersburg Area School District Occupation Tax for the calendar year January 1 to December 31, 2024. I certify that I will earn less than Three Thousand Dollars (\$3,000.00), and further certify to the truth and accuracy of the information set forth below. I realize that misrepresentation by me may subject me to such penalties as provided by the Pennsylvania Crime Code of 1972 #334 18 CPSA 4904.

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NAME \_\_\_\_\_ BILL # \_\_\_\_\_

ADDRESS \_\_\_\_\_

MUNICIPALITY IN WHICH YOU RESIDE: MILLERSBURG BOROUGH - UPPER PAXTON TOWNSHIP  
(circle one)

BIRTHDATE \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

SOCIAL SECURITY # \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

TOTAL AMOUNT OF EARNED INCOME (1/1/24 - 12/31/24): \$ \_\_\_\_\_

ADDITIONAL INDIVIDUALS LIVING AT THIS ADDRESS:

NAME	BIRTHDATE	NAME	BIRTHDATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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I am willing to furnish the Millersburg Area School District with any reasonable documentation requested by the District to verify my Application for Exoneration. I understand that failure to answer any questions or verification of any information may result in denial of exoneration.

**If my exemption status changes subsequent to the filing of this Occupation Tax Exoneration Request, I shall be responsible for written verification of this change in status to the Secretary of the Board, 799 Center Street, Millersburg, PA 17061, within thirty (30) days of such change. Exemption status changes can also be made by calling the Business Office at 717-692-2108, ext. 3159.**

\_\_\_\_\_  
Applicant

Sworn and subscribed to  
before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public

**ALL APPLICATIONS WILL BE SUBJECT TO AUDIT.**