



The Business Tax Office was outsourced to Berkheimer Tax Innovations in 2020. They handle all the registrations, licensure, and tax collection on behalf of Montgomery Township. Montgomery Township has commissioned Berkheimer Tax Innovations to collect the following taxes:

- Earned Income Tax
- Local Services Tax
- Business Privilege Tax
- Mercantile Tax
- Amusement Tax

Website: www.hab-inc.com

Online payment information: <https://www.hab-inc.com/electronic-services/online-payments/>

Tax Department	Phone	Email
Business Privilege Tax / Mercantile Tax & Annual Licenses	866-701-7206	eBPT@goberk.com
Earned Income Tax	866-701-7206	edoc1@goberk.com
Delinquent Taxes	866-701-7206	eDLT@goberk.com
Local Services Tax	866-701-7206	eLST@goberk.com

Montgomery Township Municipality (PSD Code) is 461105

Montgomery County Office:
Bridgeport Office
Bridgeport Borough Hall
63 West 4th Street
Bridgeport, PA 19405
Phone: 800-360-8989
Fax: 610-588-5765
Office Hours: M-F 9 AM-12:30 PM, 1:30 PM-4 PM

What is the Business Privilege and/or Mercantile Tax?

The Business Privilege and/or Mercantile Tax has been levied by the Municipality and/or School District in which a business is located and is based on the gross receipts of such a business.

What is a 'Business'?

Carrying on or exercising for gain or profit, in the Taxing District, any trade, business, profession, vocation or commercial activity, or making sales in the Taxing District; a profession or vocation or any rendering of personal services in the Taxing District in any capacity, except as an employee of another, is a Business.

What are Gross Receipts?

Gross receipts means gross consideration received in any sale made or services rendered; or commercial or business transaction occurring in or attributable to the taxing district including cash, credits and property of any kind or of any nature without deduction on account of the cost of materials, labor, services or other costs, interest or discount paid or any other expenses whatsoever.

Are there ANY allowable deductions from total Gross Receipts?

Returns, refunds, any tax included in Gross Receipts and any exemption allowed by certain taxing districts are considered allowable deductions. Discounts offered and State Taxes are allowable deductions.

Is rental property subject to the Business Privilege Tax?

Yes. Where the lessor has acquired rental property, receipts from same are subject to the tax.

Is manufacturing subject to the Business Privilege and/or Mercantile Tax?

No. The sale of manufactured products made directly by the manufacturer, is exempt from the tax. However, third party sales of manufactured products ARE NOT exempt. If you are not subject to the tax because you claim to be a manufacturer, the PA State Manufacturing Exemption Form, showing the amount of manufacturing receipts not subject to the tax, must be included when filing the Business Privilege Tax Form.

How can we register?

<https://www.hab-inc.com/business-privilege-tax/>

Note: Registration will add an account to our file for your business, however, the tax cannot be filed or paid online.

What documentation is required when filing the Business Privilege and/or Mercantile Tax Return?

A copy of a Federal Schedule C, 1120 or appropriate Federal Form used to file with the Federal IRS must accompany the local Business Privilege and/or Mercantile Return. If such form is not available, other documentation (such as a spreadsheet) used to determine gross receipts, must be included.

How do I get a License to post at my place of business?

Licenses are included with the mailing of the Tax Form and fees, if applicable, are due on an annual basis. A License must be posted at each place of business whether or not a License Fee is required.

What if I don't file and/or pay the Business Privilege and/or Mercantile Tax to which I am subject?

A fine and/or imprisonment, or both can be imposed upon anyone neglecting or refusing to file and pay the tax due.

When is my BPT return due?

Due dates vary based upon the taxing jurisdiction.

Please send an email to wecare@palocaltax.com or call our offices to obtain the correct due date(s) for your taxing jurisdiction.

What is the tax rate?

Like most taxes, tax rates vary based upon the taxing jurisdiction.

Please send an email to wecare@palocaltax.com or call our offices to obtain the correct tax rate for your taxing jurisdiction.

Where do I file and pay the tax due?

Make checks payable to: HAB-BPT (short for: H A Berkheimer-Business Privilege Tax)

BPT/MCT Tax Return

PO Box 21810

Lehigh Valley, PA 18002

Hello and thank you for contacting the Finance Department of Montgomery Township.

The Business Tax Office was outsourced to an agency called Berkheimer in 2021. They handle all business licensure, registrations, and tax collection on behalf of Montgomery Township. Their contact information is attached to this email.

I am happy to provide you with some context as to what is required:

1. Any business considering operations in Montgomery Township should contact the Planning and Zoning Office to determine what requirements might exist for their business structure and plan. This office can be reached at 215-393-6920.
2. All businesses operating in the Township are subject to the Business Privilege and/or Mercantile Tax. This is a privilege tax on gross receipts. In general, the "gross receipts" or "gross volume of business" upon which the tax is imposed is the value of all cash, credits, or property received by a person which is attributable to the carrying on of business in the Township, undiminished by any costs of doing business, including both services, labor, and materials.
3. The average/basic tax rate is **.0015**. For example, if the business earned \$50,000 in gross receipts, then the total tax due would be \$75.
4. I have attached a copy of the Township's tax code to this email. There are very few exemptions to this tax code. If you think you should be exempt from taxation, please discuss this with Berkheimer's Customer Service Department.
5. All businesses, regardless of exemption status, are subject to an annual license fee of \$25. This fee is collected by Berkheimer.

Again, thank you for your email. I hope this information was helpful.