

WORKING ON ASSIGNMENT IN THE CITY OF PHILADELPHIA

Working in Philadelphia more than 15 days per year

Wages earned while working on assignment in the City of Philadelphia will be taxed at the Philadelphia Non-Resident municipal rate based upon information provided below. The form should be completed and submitted to Payroll at payroll@pacourts.us within 2 weeks of the work assignment.

Employee name: _____ **SSN:** XXX - XX - _____

Assignment 1

Dates worked in the City of Philadelphia: _____

Assignment Location: _____

Reason for the Assignment: _____

Assignment 2

Dates worked in the City of Philadelphia: _____

Assignment Location: _____

Reason for the Assignment: _____

Assignment 3

Dates worked in the City of Philadelphia: _____

Assignment Location: _____

Reason for the Assignment: _____

Assignment 4

Dates worked in the City of Philadelphia: _____

Assignment Location: _____

Reason for the Assignment: _____

Employee Signature _____ **Date:** _____

Supervisor _____ **Date:** _____