

# Philadelphia Birt Instructions 2022



## General information for

### 2022 Business Income & Receipts Tax (BIRT) and Net Profits Tax (NPT)

Tax regulations and forms are available at [www.phila.gov/revenue](http://www.phila.gov/revenue)

**STOP!** If you have less than or equal to \$100,000 in Philadelphia taxable gross receipts you are **not** required to file the BIRT return. Instead, visit [tax-services.phila.gov](http://tax-services.phila.gov) to file a "Not Tax Liability" or NTL form. You will need to create a username and password to use the system. You may still be liable for the NPT return.

**When and how to file** – The 2022 BIRT and NPT taxes are due by April 18, 2023. A return must be filed even if an overall loss is incurred. We encourage those without a filing obligation to file an NTL. Failure to file a return or NTL by the due date could result in fines, legal costs, non-filer penalties, or tax clearance issues. Visit [tax-services.phila.gov](http://tax-services.phila.gov) to file and pay these taxes. You will need to create a username and password to use the system. But payments can be made without a username and password using eCheck (free) or credit or debit card (fee). Paper payment vouchers are also available. Do not enclose payments with your tax return.

If all business is conducted and/or located within Philadelphia, only the BIRT-EZ Pages 1 and 2 should be

made without a username and password. **eCHECK IS FREE.**

**Mailing information:** If requesting a refund for either BIRT or NPT, both returns **must** be mailed together to P.O. Box 1137 to receive proper credit and to enable prompt processing of your refund request. If both returns are not mailed together your refund request may be denied.

**Mail payments to:**  
City of Philadelphia  
Department of Revenue  
P.O. Box 1393  
Philadelphia, PA 19105-1393

**Mail returns requesting a refund to:**  
City of Philadelphia  
Department of Revenue  
P.O. Box 1137  
Philadelphia, PA 19105-1137

**Mail returns not requesting a refund to:**  
City of Philadelphia  
Department of Revenue  
P.O. Box 1660  
Philadelphia, PA 19105-1660

**Returned checks:** If your check is returned unpaid for insufficient or uncollected funds, (1) you authorize the City of Philadelphia, or its agent, to make a one-time electronic funds transfer from your account to collect a

**Philadelphia BIRT Instructions 2022** refer to the guidelines and requirements for businesses operating in Philadelphia to complete their Business Income and Receipts Tax (BIRT) filings. This tax is a crucial component of the city's revenue system, impacting a wide range of businesses from startups to established enterprises. Understanding the BIRT process is essential for compliance and effective financial management. This article will provide comprehensive insights into the BIRT instructions for 2022, covering the types of businesses affected, the filing process, deadlines, and common pitfalls to avoid.

# Understanding BIRT

The Business Income and Receipts Tax (BIRT) is a tax imposed on businesses operating within the city limits of Philadelphia. It is comprised of two main components:

- **Business Income Tax:** This tax is based on the net income of the business.
- **Receipts Tax:** This tax is assessed on the total gross receipts of the business.

Both components are essential for the city's budget and provide funding for local services. Businesses are required to file BIRT regardless of their legal structure—whether they are sole proprietorships, partnerships, corporations, or limited liability companies (LLCs).

## Who Needs to File BIRT?

All businesses operating in Philadelphia must file a BIRT return if they meet the following criteria:

1. The business has a physical location in Philadelphia.
2. The business earns gross receipts of \$100,000 or more in a calendar year.
3. The business is a corporation or business entity registered with the Pennsylvania Department of State.

Even businesses with minimal or no income might want to file to avoid penalties and maintain compliance.

## BIRT Filing Process for 2022

The BIRT filing process involves several key steps, which are outlined below.

## Step 1: Gather Necessary Information

Before beginning the filing process, businesses should collect the following information:

- Tax Identification Number (TIN) or Social Security Number (SSN)
- Business name and address
- Financial statements for the previous year
- Records of gross receipts
- Any previous BIRT returns (if applicable)

Having this information ready will streamline the filing process.

## Step 2: Calculate Your Tax Liability

To calculate BIRT liability, businesses need to determine both components of the tax:

- Receipts Tax: For 2022, the receipts tax rate is 1.415% on gross receipts.
- Business Income Tax: This is levied at a rate of 6.5% on the net income of the business.

The formula to calculate the tax is as follows:

1. Receipts Tax Liability = Total Gross Receipts  $\times$  0.01415
2. Business Income Tax Liability = Net Income  $\times$  0.065

For instance, if a business has gross receipts of \$500,000 and a net income of \$200,000, the calculations would be:

- Receipts Tax:  $\$500,000 \times 0.01415 = \$7,075$
- Business Income Tax:  $\$200,000 \times 0.065 = \$13,000$

Total BIRT Liability =  $\$7,075 + \$13,000 = \$20,075$ .

## Step 3: Complete the BIRT Application

Once the tax liability is calculated, businesses must complete the BIRT application. This is usually done online through the Philadelphia Department of Revenue's website. Here are the steps involved:

1. Access the Online Portal: Navigate to the Philadelphia Department of Revenue website to access the BIRT filing portal.
2. Create or Log into Your Account: If you're a new user, create an account; if you have an existing account, log in.
3. Fill Out the Required Information: Complete all sections of the application accurately, including business details, income, and receipts.
4. Double-Check Your Calculations: Ensure that all figures are correct to avoid any discrepancies.
5. Submit the Application: Once everything is filled out and confirmed, submit the application online.

## Step 4: Pay Your Tax Liability

After submitting the application, businesses must pay the calculated tax liability. Payment options typically include:

- Online Payments: Through the Philadelphia Department of Revenue portal.
- Check or Money Order: Made payable to the City of Philadelphia, mailed to the appropriate address.
- In-Person Payments: At designated city offices.

It's important to keep a record of the payment method and confirmation for future reference.

## Filing Deadlines for 2022

Filing deadlines are critical to avoid penalties and interest on unpaid taxes. For the 2022 tax year, the key dates are:

- Filing Deadline: The BIRT return is generally due on or before April 15, 2022.
- Extensions: Businesses can request an extension for filing but must pay any estimated tax due by the original deadline to avoid penalties.

## Common Mistakes to Avoid

Filing BIRT can be a complex process, and many businesses make common mistakes that can lead to penalties. Here's a list of pitfalls to watch out for:

- **Incorrect Calculation:** Double-check all calculations to prevent errors in tax liability.
- **Failure to File:** Even if a business has no income, it is often advisable

to file to avoid penalties.

- **Missed Deadlines:** Be aware of filing and payment deadlines to avoid interest and late fees.
- **Inaccurate Information:** Ensure that all business details are correct, including TIN/SSN, business name, and address.

## Conclusion

Understanding and complying with the **Philadelphia BIRT Instructions 2022** is essential for any business operating in the city. By following the steps outlined in this article, businesses can navigate the filing process more effectively, calculate their tax liability accurately, and avoid common mistakes. With proper preparation and attention to detail, businesses can ensure compliance with local tax regulations and contribute to the city's economic health. Always consider consulting with a tax professional if there are any uncertainties regarding your business's tax obligations.

## Frequently Asked Questions

### What are the key updates to the Philadelphia birth instructions in 2022?

The key updates include revised guidelines for birth registration, improved protocols for midwife and doula practices, and enhanced training for hospital staff on cultural competency in maternal care.

### Where can I find the official Philadelphia birth instructions for 2022?

The official Philadelphia birth instructions for 2022 can be found on the Philadelphia Department of Public Health's website, where they provide downloadable documents and resources for parents and healthcare providers.

### What resources are available for parents in Philadelphia regarding birth instructions?

Parents can access resources such as prenatal classes, birthing plan templates, and support networks through local hospitals, community health organizations, and the Philadelphia Department of Public Health.

## Are there any changes in the process of registering a birth in Philadelphia in 2022?

Yes, in 2022, the process for registering a birth in Philadelphia has been streamlined to allow for online submissions and faster processing times, with a focus on reducing barriers for parents.

## What support is provided for home births according to the 2022 Philadelphia birth instructions?

The 2022 Philadelphia birth instructions provide guidelines for home births, emphasizing the importance of licensed midwives, emergency preparedness plans, and access to emergency services if needed.

## How do the 2022 birth instructions address the needs of diverse communities in Philadelphia?

The 2022 birth instructions include specific strategies to address the needs of diverse communities by promoting language access services, culturally sensitive care practices, and collaboration with community organizations.

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"Unlock the essential Philadelphia BIRT instructions 2022 for seamless compliance. Discover how to navigate the process effectively. Learn more now!"

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