

Important Dates:

1/10/2022	Berkheimer ready to mail 1 st batch of checks & letters; online Application form is live.
1/24/2022	Paper applications made available at City Hall – <u>only</u> offered to households receiving (& showing) the letter inviting them to apply. Online application is encouraged.
2/15/2022	Tax Payer Verification form goes live.
3/15/2022	Application period closes for Per Capita Tax Filers.
4/15/2022	(or sooner) 2 nd batch of checks and/or letters of ineligibility are issued (in response to Applications closed on 3/15)
4/15/2022	Tax Payer Verification form closes.
5/15/2022	(or sooner) 3 rd batch of checks and/or letters of ineligibility are issued (in response to Verification form closed on 4/15)

FAQ

What if I didn't file taxes? I'm on disability/social security, etc...

- Even if you don't file or pay taxes, you still get a tax bill from Berkheimer each year for a \$10 per capita tax which you are required to pay to the city. If you paid this for 2020, you will receive a postcard in the mail with instructions on how to apply.
- If you and every member of your household are over 65, you may be exempt from the Per Capita tax and can apply here: <https://tinyurl.com/wbapplication> (in the line for the application number, write: "over 65" if you didn't get a postcard)

What if I moved since I filed taxes?

- If you moved out of Wilkes Barre you are not eligible.
- If you moved into Wilkes-Barre and did not pay 2020 income tax in the City, you are not eligible.
- If you had your mail forwarded, you will receive the check or postcard.
- If you did not have your mail forwarded or if the forwarding time expired, but you still live in the City of Wilkes-Barre, then you should wait until February 15th, go to our website and complete the Tax Payer Verification form.

I don't live with the same people I did in 2020 (i.e. divorced, different roommates, etc...) How will I get my stimulus?

- Checks will be issued to the highest earning tax-payer in the household at the address on file for the individuals named in the 2020 tax filing(s).
- Even if you filed taxes separately, if you lived in the same household (apartment or unit), you will receive one check for the household.

- We will not be re-issuing additional payments for household members that no longer live together.

I don't have access to the internet; can I get a paper application?

- Paper applications made available at City Hall – only offered to households receiving (& showing) the postcard inviting them to apply or if they are over 65. Online application is encouraged as processing is faster.

I got my postcard and want to apply – how? I can't find the application online.

- www.wilkesbarrestimulus.org
- Click the "Check Eligibility & Apply" button
- Answer the questions:
 - Did you file Wilkes-Barre City income tax for 2020?
 - No (you wouldn't have a post card if you filed taxes)
 - Did you live in the city of Wilkes Barre since March 13, 2020 and pay Wilkes Barre City Per Capita Tax?
 - Yes (wouldn't have a post card if you didn't)
 - Did you receive a letter (postcard) with instructions on how to apply?
 - Yes
- Click the Tax Payer Application button
 - Please note this application is invitation only (you must have the application # from your postcard)
 - Application closes on March 15, 2022

I didn't get anything in the mail, but I think I'm eligible.

- Review the eligibility guidelines on this website to verify you are eligible.
- Wait until February 15th, go to our website and complete the Tax Payer Verification form.

I live in Wilkes Barre Township (or Hanover Twp or Ashley, etc...) – am I eligible? My mail is delivered to a Wilkes-Barre address, even though I live in Hanover Twp, what about me?

- No this is only for households in the City of Wilkes-Barre only.

Where can I find my 2020 income? Can I use my IRS 1040 and if so, what line do I look at?

- Wilkes-Barre's earned income tax may count income differently than the IRS. There is no equivalent line on the IRS form 1040.

- Find your Wilkes-Barre city earned income tax form from 2020 and refer to line 4 for your total earned income. If you filed online, you can visit Berkheimer's website and log-in to find your forms. <https://cp-efile.hab-inc.com/individual/>

I got a check for someone else, mailed to my house. They don't live here or are deceased, what should I do?

- Write "Not at this address, return to sender" or "deceased, return to sender" as appropriate and put it back in your mailbox for the postal service to return.
- You may not receive a payment or postcard invitation to apply due to the check issued to the former resident. Please review the eligibility guidelines on this website and if you believe you are eligible, you can complete the Tax Payer Verification Form on or after February 15, 2022.

Is your total gross household income (all sources combined) less than the amount shown below for your

household size? * Yes No

Household Size:	Annual Income	Monthly Income	Biweekly Income	Weekly Income
1	40,150	3,346	1,544	772
2	45,900	3,825	1,765	883
3	51,650	4,304	1,987	993
4	57,350	4,779	2,206	1,103
5	61,950	5,163	2,383	1,191
6	66,550	5,546	2,560	1,280
7	71,150	5,929	2,737	1,368
8	75,750	6,313	2,913	1,457

Attestation and Certification:

Do you attest that you currently reside in the City of Wilkes-Barre and have lived in the city since March 13, 2020? Initials*

By signing my name below, I acknowledge that all information provided is correct and complete and understand that providing a written false statement which I do not believe to be true is a misdemeanor of the third degree and is punishable as perjury under Pennsylvania Title 18, Section 4904, relating to unsworn falsification to authorities, and that in addition to any other penalty that may be imposed, a person convicted under this section shall be sentenced to pay a fine of at least \$1,000.

Applicant Name: *

Date: *

Questions about completing the application can be directed to CEO at 570-403-6880

Mail to:

Wilkes Barre City Stimulus Program
PO Box 113
Wilkes Barre, PA 18703-0113