

TAX COLLECTOR REQUIREMENTS

Act 48, 2015 establishes additional requirements for individuals wishing to run for the office of tax collector and creates mandatory basic qualification and continuing education requirements for all tax collectors. Below are the requirements for running for the office of tax collector in Pennsylvania, effective January 1, 2017 (there may be additional or special requirements specific to certain municipalities.)

- You must be a resident of the municipality
- You must have resided in the municipality for one year before the election.
- Individuals running for the office of tax collector, **for the first time**, must include a report of criminal history record from the PA State Police (in accordance with 18 Pa.C.S. Ch.91) when filing their nomination petition with the county board of elections. This report must be obtained within 1 year of filing the petition. *This section does not apply to an individual filing a nomination petition for a second or subsequent term in the office of tax collector.*
- If an individual filing a nomination petition, for the first time, has not been a resident of this Commonwealth for the two years immediately preceding the filing of the petition, they must also submit a report of Federal criminal history record (obtained pursuant to 28 CFR Pt. 16, Subpt.C.) with the county board of elections. This report must be obtained within 1 year of filing the petition. *This section does not apply to an individual filing a nomination petition for a second or subsequent term in the office of tax collector.*
- An individual who has won election for the office of tax collector must qualify for bond before he/she enters into the duties of office.
- The tax collector basic qualification class and examination must be completed before the Oath of Office for all new tax collectors. Upon satisfactory completion of the class and examination, an individual will be considered a "Qualified" collector.

Tax collectors in office on January 1, 2017 will be known as a "Qualified" tax collector

- To be eligible to run for re-election in 2021; **All** tax collectors must maintain their Qualified status by completing 2 hours MANDATORY continuing education, PER TERM. These credits must be completed by the third year of a collector's term.

This information is for informational purposes only and has been copied from the Pennsylvania State Tax Collectors Association, www.pstca.org, web site. For further information you can either visit their site, go to the Department of Community and Economic Development site, or contact your solicitor.