

CITY and BOROUGH OF SITKA — SALES TAX MONTHLY PAYMENT FORMS

TO TAKE 3% COLLECTION DISCOUNT at the end of the quarter, you must pay sales tax monthly. The amount to be paid for the first two months of the quarter is to be the estimated tax collected during the month, but not less than one third of the total tax paid during the previous quarter, or during the same quarter of the previous year. PLEASE ENTER AMOUNT OF TAX ENCLOSED, DETACH ONE COPY OF MONTHLY PAYMENT FORM AND SEND WITH YOUR PAYMENTS.

Tax Collected during:

January
February
March

April
May
June

July
August
September

October
November
December

Must be paid by:

February 15
March 15
April 30

May 15
June 15
July 31

August 15
September 15
October 31

November 15
December 15
January 31

Include with Payment:

One copy payment form
One copy payment form
Blue quarterly return

One copy payment form
One copy payment form
Blue quarterly return

One copy payment form
One copy payment form
Blue quarterly return

One copy payment form
One copy payment form
Blue quarterly return

Detach Original—Send with payment-retain duplicate

CITY and BOROUGH OF SITKA — MONTHLY SALES TAX PAYMENT

\$ Sales tax collected during the month of _____
(Month) (Year)

Amount to be at least 1/3 of the total tax collected during the previous quarter or during the same quarter of previous year.

_____ By: _____
Name of Business

_____ Account No.

For proper disbursement of payment be sure to include your account number.

Office Use Only

REC'd
by

Check Cash

\$ _____

Detach Original—Send with payment-retain duplicate

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(Month) (Year)

Amount to be at least 1/3 of the total tax collected during the previous quarter or during the same quarter of previous year.

_____ By: _____
Name of Business

_____ Account No.

For proper disbursement of payment be sure to include your account number.

Office Use Only

REC'd
by

Check Cash

\$ _____

Mail to:

City & Borough of Sitka
100 Lincoln Street
Sitka, Alaska 99835