

HAINES BOROUGH SALES TAX REPORT

ALL INFORMATION ON THIS FORM SHALL BE KEPT CONFIDENTIAL

ACCOUNT NO. _____ P.O. Box 1209 • Haines, Alaska 99827 • Phone 907-766-2231 • Fax 907-766-2716

NAME _____ TYPE OF BUSINESS _____

ADDRESS _____ **MONTHLY FILERS:**
 TAX DUE: This form must be completed and returned within a month and 10 days after the end of the month the tax was collected. (EXAMPLE: Sales tax collected during July is due Sept. 10; it is delinquent Sept. 11.)

REPORT FOR: Month _____ 20____
 Quarter _____ 20____
 Calendar Year _____
 (Must qualify per HBC Section 3.80.090)

QUARTERLY FILERS:
 Complete and return form within 20 days after the end of the quarter the tax was collected. Businesses with taxable gross monthly receipts of one thousand (\$1,000) or less may file and pay sales tax quarterly. (EXAMPLE: 1st Quarter sales tax collected during Jan.-March is due April 20.)

Is this a FINAL RETURN? YES NO If YES, check one:
 SOLD BUSINESS; TO WHOM _____
 OUT OF BUSINESS; DATE _____
 CLOSED for Season; DATE to reopen _____
 OTHER; Explain _____

Disregard any items not applicable to you.

1. GROSS SALES..... (Enter Gross Sales Figure in Columns 1 & 2)
 Receipts from all sources, taxable and exempt. (DO NOT INCLUDE RETURNED MERCHANDISE, NSF CHECKS, OR SALES TAX COLLECTED).....
2. LESS EXEMPT SALES:
 A. Sales outside both Townsite Service Area and Borough.....
 B. Sales to government agencies (federal, state, townsite, borough).....
 C. Sales for resale.....
 ★ D. Other sales exempt by ordinance, identify:.....
3. TOTAL EXEMPT SALES (Add lines A through D of 2).....
4. NET TAXABLE SALES (Line 1 less line 3).....
5. AMOUNT OF TAX DUE (Calculate 4% and 1.5% from Net Sales on line 4).....
6. 1% DISCOUNT FOR PROMPT PAYMENT: Deduct 1% of TAX DUE only if paid by the end of the month following tax-month reported. (EXAMPLE: If May tax is paid by the end of June).....
 - DO NOT DEDUCT ON DELINQUENT RETURNS, DELINQUENT ACCOUNTS, OR QUARTERLY REPORTS -
7. TAX DUE after discount (Line 5 less line 6).....

5.5% COMBINED TAX	
Column 1: Sales Boroughwide** 4%	Column 2: Sales in Townsite Service Area, Additional 1.5%
\$	\$
(\$-)	(\$-)
\$	\$
(\$-)	(\$-)
\$	\$

★ Deductions claimed under this heading must be clearly classified in writing or they will not be allowed. Use separate sheet if more space is needed. DO NOT send receipts, vouchers, etc.

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8. TOTAL TAX (add columns 1 and 2 from line 7).....
9. LATE PAYMENT (EXAMPLE: Monthly - May taxes are due July 10; Quarterly - 1st Quarter taxes are due April 20.)
 If you are delinquent, add on penalty and interest.
 a. PENALTY: 10% of TOTAL TAX on line 8 plus 5% each additional month of delinquency until 25% has accrued. = \$ _____
 b. INTEREST: 15% per annum from date of delinquency until paid. = \$ _____
 (TAX DUE x 15% ÷ 365 = _____ interest/day x _____ days late)
10. Credits or Debits from previous month.....
11. TOTAL AMOUNT PAID..... MAKE CHECKS PAYABLE TO: HAINES BOROUGH

\$
\$
\$
\$

CHECK
 CASH

** EXCURSION INLET TAX RATE: 3.5%

CARBONLESS FORM: PLEASE RETAIN PINK COPY FOR YOUR FILES AND RETURN WHITE AND YELLOW COPIES WITH YOUR REMITTANCE.

I DECLARE, SUBJECT TO THE PENALTIES PRESCRIBED IN HAINES BOROUGH ORDINANCES THAT THIS RETURN (INCLUDING ANY ACCOMPANYING STATEMENTS) HAS BEEN EXAMINED BY ME, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE RETURN.

DATE _____ X _____
 (Signature of firm member, owner or agent)

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 AN AUDIT OF THIS SALES TAX REPORT REVEALS THAT: _____ BECAUSE OF ABOVE:

() YOU HAVE OVERPAID YOUR SALES TAX IN THE AMOUNT OF \$ _____ AND CREDIT IS APPLIED TO YOUR ACCOUNT. (See attached form.)
 () YOU HAVE UNDERPAID YOUR SALES TAX IN THE AMOUNT OF \$ _____ AND YOU SHOULD REMIT WITH YOUR NEXT RETURN (See attached form.)