

Make Checks Payable To:



**ANNUAL MERCANTILE TAX RETURN**

**Due Date:** \_\_\_\_\_

**IMPORTANT:** This return must be filed with full remittance of tax due on or before the due date in order to avoid the imposition of penalties. All businesses must provide Schedule C's and/or other appropriate Federal Schedules. Explain fully any differences between the gross volume on reverse.

**OWNERSHIP**

**BUSINESS NAME AND ADDRESS:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

**RECEIVED BY:** \_\_\_\_\_

**ACCOUNT NO:** \_\_\_\_\_

**LICENSE NO. ISSUED:** \_\_\_\_\_

Cash

Check

Money Order

**INDICATE TYPE OF BUSINESS:**

New

Itinerant

Seasonal

Transient

Established

**INDICATE INCOME BASE:**

Estimated Business

Actual Business

**A. ACCOUNT NUMBER:** \_\_\_\_\_

**B. DATE LOCAL OPERATION BEGAN:** \_\_\_\_\_

**C. NATURE OF BUSINESS:**

Retail

Wholesale

Rental

Manufacturing\*

Service\*

Trade

Construction

Fabricating\*

Amusement

Other: \_\_\_\_\_

**\*EXPLAIN METHODS USED ON REVERSE SIDE.**

**PLEASE COMPLETE PROPER SECTION**

**MERCANTILE TAX**

**GROSS VOLUME OF BUSINESS**

**TAX RATE**

**AMOUNT OF TAX DUE**

RETAIL BUSINESS: 1. TAX

X

LICENSE (FOR EACH PLACE OF BUSINESS)

WHOLESALE BUSINESS: 2. TAX

X

LICENSE (FOR EACH PLACE OF BUSINESS)

**TOTAL TAX DUE (Total of 1 and 2)** \_\_\_\_\_

PENALTY 0.00%

INTEREST 0.00%

**3. TOTAL MERCANTILE PAYMENT DUE** \_\_\_\_\_

**TOTAL PAYMENT DUE** \_\_\_\_\_

**COMPUTATION OF GROSS VOLUME OF BUSINESS**

A. If business commenced after January 1 of the prior tax year, indicate starting date (\_\_\_\_\_) and multiply your first full month's gross volume of business receipts (\$\_\_\_\_\_) by 12.

\$ \_\_\_\_\_

B. If business commences a full year (January to December) prior to the current tax year, use the total gross volume of business transacted during that period (last calendar year) multiplied by the applicable tax rate.

\$ \_\_\_\_\_

C. If business commenced after January 1 of the current tax year, indicate starting date (\_\_\_\_\_) and multiply your first month's gross volume of business by the number of months remaining in the current tax year. Include fractional months from starting date to Dec. 31. Due 40 days after commencing business.

\$ \_\_\_\_\_

D. If temporary, itinerant or seasonal, report actual receipts (\$\_\_\_\_\_) within seven (7) days of completion of business.

\$ \_\_\_\_\_

**AFFIRMATION:** I hereby certify under penalties provided by law that all statements made herein and/or in any supporting schedule or exhibit are to the best of my knowledge and belief true, correct and complete. If this return is prepared by a person other than the taxpayer, this declaration is based on all the information of which preparer has any knowledge.

**Signature (X):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature of preparer (if other than taxpayer)** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

Type or print

**Title:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**YOU ARE ENTITLED TO RECEIVE A WRITTEN EXPLANATION OF YOUR RIGHTS REGARDING THE COLLECTION OF CERTAIN ELIGIBLE TAXES. YOU MAY OBTAIN A COPY OF THE "TAXPAYER BILL OF RIGHTS" DISCLOSURE STATEMENT BY CONTACTING THE LOCAL POLITICAL SUBDIVISION LISTED HEREON.**