



New York State and Local Quarterly Sales and Use Tax Return for Part-Quarterly Filers

Calendar grid for June, July, and August 2004. Tax period: June 1, 2004 - August 31, 2004.

Calendar grid for September 2004. The 20th is highlighted.

0605

Due date: Monday, September 20, 2004. You will be responsible for penalty and interest if your return is not postmarked by this date.

Form fields for: Sales tax identification number, Legal name, dba (doing business as) name, Number and street, City, state, ZIP code.

No tax due? Check the box to the right and complete Step 1; in Step 3 on page 3, enter none in boxes 13, 14, and 15; and complete Step 9. You must file by the due date even if no tax is due. There is a \$50 penalty for late filing of a no-tax-due return. See 1 in instructions. []

Multiple locations? If you are reporting sales tax for more than one business location and your identification number does not end in C, check the box to the right and attach a list of your locations. []

Final return? Check the box to the right if you are discontinuing your business and this is your final return; complete this return and the back of your Certificate of Authority. Attach the Certificate of Authority to the return. See 2 in instructions. []

Has your address or business information changed? If so, check the box to the right and enter new mailing address on preprinted label above. See 3 in instructions. []

Step 1 of 9 Gross sales and services. Enter total gross sales and services in box 1. [] .00

Do not include sales tax in the gross sales and services amount. See 4 in instructions.

Step 2 of 9 Identify required schedules. Check the box(es) on the right below, then complete the schedule(s) if necessary and proceed to Step 3. Need to obtain schedules? See Need help? on page 4 of this form.

Table with 3 columns: Quarterly schedule (A, B, FR, H, N, P, Q, T), Description, and Check the box for each schedule you are attaching.

Schedules CT and NJ: For reciprocal tax agreement filing requirements, see 5 in instructions.

Refer to instructions (Form ST-810-I) if you have questions or need help. Please be sure to keep a completed copy of your return for your records.

For office use only

Step 3 of 9 Calculate sales and use taxes <i>Refer to instructions (Form ST-810-1) if you have questions or need help.</i>		Column C Taxable sales and services	+	Column D Purchases subject to tax	×	Column E Tax rate	=	Column F Sales and use tax (C + D) × E	
Enter total from Form ST-810.10 (if any) in box 2								2	
Enter any totals from: + + + + + + + =		3		4				5	
			.00			.00			
Column A Taxing jurisdiction	Column B Jurisdiction code								
New York State only	NE 0011		.00			.00	4¼%		
Albany County	AL 0171		.00			.00	8¼%		
Allegany County	AL 0211		.00			.00	8¼%		
Broome County	BR 0311		.00			.00	8¼%		
Cattaraugus County (outside the following)	CA 0491		.00			.00	8¼%		
Olean (city)	OL 0411		.00			.00	8¼%		
Salamanca (city)	SA 0421		.00			.00	8¼%		
Cayuga County (outside the following)	CA 0501		.00			.00	8¼%		
Auburn (city)	AU 0551		.00			.00	8¼%		
Chautauqua County	CH 0601		.00			.00	7¼%		
Chemung County	CH 0701		.00			.00	8¼%		
Chenango County (outside the following)	CH 0821		.00			.00	8¼%		
Norwich (city)	NO 0841		.00			.00	8¼%		
Clinton County	CL 0901		.00			.00	8%		
Columbia County	CO 1001		.00			.00	8¼%		
Cortland County	CO 1121		.00			.00	8¼%		
Delaware County	DE 1211		.00			.00	8¼%		
Dutchess County	DU 1301		.00			.00	8¼%		
Erie County	ER 1401		.00			.00	8¼%		
Essex County	ES 1501		.00			.00	7¼%		
Franklin County	FR 1601		.00			.00	7¼%		
Fulton County (outside the following)	FU 1701		.00			.00	7¼%		
Gloversville (city)	GL 1761		.00			.00	7¼%		
Johnstown (city)	JO 1771		.00			.00	7¼%		
Genesee County	GE 1801		.00			.00	8¼%		
Greene County	GR 1901		.00			.00	8¼%		
Hamilton County	HA 2001		.00			.00	7¼%		
Herkimer County	HE 2101		.00			.00	8¼%		
Jefferson County	JE 2201		.00			.00	7¼%		
Lewis County	LE 2311		.00			.00	8%		
Livingston County	LI 2401		.00			.00	8¼%		
Madison County (outside the following)	MA 2501		.00			.00	8¼%		
Oneida (city)	ON 2531		.00			.00	8¼%		
Monroe County	MO 2601		.00			.00	8¼%		
Montgomery County	MO 2791		.00			.00	8¼%		
Nassau County	NA 2801		.00			.00	8¾%		
Niagara County	NI 2901		.00			.00	8¼%		
Oneida County (outside the following)	ON 3001		.00			.00	8¼%		
Rome (city)	RO 3021		.00			.00	8¼%		
Sherrill (city)	SH 3041		.00			.00	8¼%		
Utica (city)	UT 3051		.00			.00	8¼%		
Onondaga County	ON 3101		.00			.00	7¼%		
Ontario County (outside the following)	ON 3271		.00			.00	7¼%		
Canandaigua (city)	CA 3231		.00			.00	7¼%		
Geneva (city)	GE 3241		.00			.00	7¼%		
Orange County	OR 3311		.00			.00	8¼%		
Orleans County	OR 3471		.00			.00	8¼%		
Column subtotals; also enter on page 3, boxes 10, 11, and 12:		6	.00	7		.00		8	

Column A Taxing jurisdiction	Column B Jurisdiction code	Column C Taxable sales and services	+	Column D Purchases subject to tax	×	Column E Tax rate	=	Column F Sales and use tax (C + D) × E
Oswego County (outside the following)	OS 3591	.00		.00		7¼%		
Fulton (city)	FU 3531	.00		.00		8¼%		
Oswego (city)	OS 3541	.00		.00		7¼%		
Otsego County	OT 3611	.00		.00		8¼%		
Putnam County	PU 3701	.00		.00		7½%		
Rensselaer County	RE 3871	.00		.00		8¼%		
Rockland County	RO 3901	.00		.00		8½%*		
St. Lawrence County	ST 4081	.00		.00		7¼%		
Saratoga County (outside the following)	SA 4101	.00		.00		7¼%		
Saratoga Springs (city)	SA 4121	.00		.00		7¼%		
Schenectady County	SC 4231	.00		.00		8¼%		
Schoharie County	SC 4311	.00		.00		8¼%		
Schuyler County	SC 4401	.00		.00		8¼%		
Seneca County	SE 4501	.00		.00		8¼%		
Steuben County (outside the following)	ST 4681	.00		.00		8¼%		
Corning (city)	CO 4601	.00		.00		8¼%		
Hornell (city)	HO 4631	.00		.00		8¼%		
Suffolk County	SU 4701	.00		.00		8¾%		
Sullivan County	SU 4801	.00		.00		7¾%		
Tioga County	TI 4911	.00		.00		8¼%		
Tompkins County (outside the following)	TO 5091	.00		.00		8¼%		
Ithaca (city)	IT 5011	.00		.00		8¼%		
Ulster County	UL 5101	.00		.00		8¼%		
Warren County (outside the following)	WA 5291	.00		.00		7¼%		
Glens Falls (city)	GL 5201	.00		.00		7¼%		
Washington County	WA 5301	.00		.00		7¼%		
Wayne County	WA 5411	.00		.00		8¼%		
Westchester County (outside the following)	WE 5591	.00		.00		7½%		
Mount Vernon (city)	MO 5511	.00		.00		8½%		
New Rochelle (city)	NE 6851	.00		.00		8½%		
White Plains (city)	WH 5551	.00		.00		8%		
Yonkers (city)	YO 6501	.00		.00		8½%		
Wyoming County	WY 5601	.00		.00		8¼%		
Yates County	YA 5711	.00		.00		8¼%		
Taxes in New York City (see 7 in instructions)								
New York City/State combined tax	NE 8011	.00		.00		8⅝%*		
New York State/MCTD (fuel and utilities)	NE 8041	.00		.00		4½%		
New York City - local tax only (enter box 9 amount in Step 7B)	NE 8021	9		.00		4⅛%*		
		.00		.00				
Column subtotals from page 2, boxes 6, 7, and 8:	10	.00	11	.00			12	
	13		14				15	
Column totals:		.00		.00				
Credit summary — Enter the total amount of credits claimed in Step 3 above, and on any attached schedules (see 12 c).								
Step 4 of 9 Calculate special taxes	<i>Internal code</i>			Column G Taxable receipts		Column H Tax rate	=	Column J Special taxes due (G × H)
Passenger car rentals	PA 0003			.00		5%		
Information & entertainment services furnished via telephony and telegraphy	IN 7009			.00		5%		
Total special taxes:								16
Step 5 of 9 Calculate tax credits and advance payments	<i>Internal code</i>							Column K Credit amount
Credit for prepaid sales tax on cigarettes	CR C8888							
Credits against sales or use tax (see 16 in instructions)	C							
Advance payments (including ST-809 and PrompTax payments) (see 17 in instructions)	A							
Unclaimed vendor collection credit (attach Form TR-912)	UN 7804							
Total tax credits and advance payments:								17

Step 6 of 9 Calculate taxes due

Add Sales and use tax column total (box 15) to Total special taxes (box 16) and subtract Total tax credits and advance payments (box 17).

Taxes due

Box 15 amount \$ _____ + Box 16 amount \$ _____ - Box 17 amount \$ _____ =

18

Step 7 of 9 Calculate vendor collection credit or pay penalty and interest

You are eligible for vendor collection credit ONLY if you file by September 20, 2004, and you pay the full amount due with the return. If you are not eligible, enter "0" in box 19 and go to 7D.

7A If you are not required to file any schedules, start at the asterisk (*) in 7B.

Schedule B, Part 4, box 3
Schedule B-ATT
Schedule H
Schedule N
Schedule Q
Schedule T-ATT
Total adjustment

7B Schedule FR, Step 3, box 7
* Form ST-810, page 3, box 13
Total adjustment from 7A
Form ST-810, page 3, box 9
Eligible sales amount (move to 7C)

7C Eligible sales amount from 7B above
State tax rate 4 1/4%
Credit rate 3 1/2%
** In box 19, enter the amount calculated, but not more than \$150

Vendor collection credit VE 7704

19

OR Pay penalty and interest if you are filing late

7D Penalty and interest are calculated on the amount in box 18, Taxes due. See 22 on page 3 in the instructions.

Penalty and interest

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Step 8 of 9 Calculate total amount due

Make check or money order payable to New York State Sales Tax. Write on your check your sales tax ID#, ST-810, and 8/31/04.

Total amount due

Final calculation: Taking vendor collection credit? Subtract box 19 from box 18. Paying penalty and interest? Add box 20 to box 18.

Step 9 of 9 Sign and mail this return

Please be sure to keep a completed copy for your records.

Must be postmarked by Monday, September 20, 2004, to be considered filed on time. See below for complete mailing information.

Please enter NAICS code below (see instructions).

Printed name of taxpayer
Signature of taxpayer
Printed name of preparer, if other than taxpayer
Preparer's address
Signature of preparer, if other than taxpayer

Daytime telephone

Daytime telephone

North American Industry Classification System (NAICS)

Where to mail your return and attachments

If using a private delivery service rather than the U.S. Postal Service, see in instructions for the correct address.

Do you participate in the New Jersey/New York or the Connecticut/New York Reciprocal Tax Agreement?

No

Yes

Address envelope to: NYS SALES TAX PROCESSING JAF BUILDING PO BOX 1208 NEW YORK NY 10116-1208

Address envelope to: NYS SALES TAX PROCESSING RECIPROCAL TAX AGREEMENT JAF BUILDING PO BOX 1209 NEW YORK NY 10116-1209

Make check payable to New York State Sales Tax.

Check stub form with fields for name, address, date, amount (\$1,050.32), and bank information (First State Bank).

Don't forget to write your sales tax ID#, ST-810, and 8/31/04.

Don't forget to sign your check

If you are enrolled in the PrompTax program, please use the preaddressed envelope provided.

Need help?

See Form ST-810-I, Instructions for Form ST-810, page 4.