

PRIVILEGE (SALES) and USE TAX RETURN



**City of Peoria
Tax and License Section**
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Peoria, AZ 85345
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7	LICENSE NO.
8	REPORTING PERIOD
	VALID DATE

Business Name
City/State/Zip Code



**Tax Return
Form Instructions**

Rev. 1/2006

Business Class Code Business Description

- 1 Transportation For Hire
- 4 Utilities
- 5 Telecommunications
- 8 Advertising
- 9 Publishing
- 10 Job Printing
- 11 Restaurants/Bar
- 12 Amusements
- 13 Commercial Rental
- 13A Apartment Rentals
- 13B Trailer Courts
- 14 Hotel/Motel
- 15 Contracting
- 15A Pre-1/06 Contracting
- 16 Rental Personal Property
- 16A Vehicle Rentals
- 17 Retail Sales
- 18 Cable T.V.
- 20 Use Tax

Please indicate any change in your account

If you have no taxes to file, check this box & sign at bottom

Business Description	Line	Bus. Class Code	Column 1 Gross Income	Column 2 (See Schedule A on back) -Total Deduction	Column 3 =Taxable Income	Column 4 Tax Rate	Column 5 =Tax Due	
Retail Sales	1	17	5,000.00	2,000.00	3,000.00	0.015	45.00	
Use tax	2	20	2,000.00	0.00	2,000.00	0.015	30.00	
	3		0.00	0.00	0.00	0.015	0.00	
	4		0.00	0.00	0.00	0.015	0.00	
	5		0.00	0.00	0.00	0.015	0.00	
	6		0.00	0.00	0.00	0.015	0.00	
	7	SUBTOTAL	Add Column 5, Line 1 through 6				75.00	
	8	ENTER TOTAL EXCESS-CITY TAX COLLECTED (Total from Schedule A on back)					Per (r)	0.00
	9	TOTAL TAX DUE (Add column 5, line 7 and 8)					Per (r)	75.00
	10a	LATE PAYMENT PENALTY (10% of total tax due)					Per (r)	
	10b	INTEREST (1% per month of the total tax due)					Per (r)	
	10c	LATE FILING PENALTY (5% per month to maximum 15% of total tax due)					Per (r)	
	11	ENTER TOTAL LIABILITY (Add column 5, line 9 through 10c)					Per (r)	75.00
	12	ENTER TOTAL CREDIT BALANCE TO BE APPLIED (From Schedule B on back)					Per (r)	
	13	ENTER NET AMOUNT DUE (Subtract column 5, line 12 from line 11)					Per (r)	75.00
	14	ENTER TOTAL AMOUNT PAID						

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Taxpayer's Signature _____ Date _____ Paid Preparer's Signature _____
Print Taxpayer's Signature _____ Phone # _____ Print Paid Preparer's Signature _____

A SIGNATURE IS REQUIRED TO MAKE THIS TAX RETURN VALID
Please send the original tax return with remittance in the envelope provided to the address shown above.
Please make check payable to: CITY OF PEORIA



1. **Business Description/Class Code** may be preprinted on the sales tax return from information provided on your license application. Use code legend above for additional activities.
2. Enter the **gross income** including tax collected applicable to the business class.
3. You must enter the applicable deduction description and code on page 2, enter amount in column 2. Enter the total deductions for each business class. The total of these amounts must equal the sum of the deductions on page 2. These amounts will be carried over on the PDF form.
4. Compute this amount by subtracting Deductions from Gross Income. This calculation is automatic on the PDF form.
5. Tax Rates for Peoria **effective January 1st 2006**:
 - Hotel/Motel=5.6%
 - Utilities=3.3%
 - Amusements=2.8%
 - Restaurant/Bar=2.8%
 - All Others=1.8% (Retail, Contracting, etc.)
 - Pre-1/06 Contracting=1.5%, contracts prior 1/06 until completed
6. Compute by multiplying taxable income by tax rate. This calculation is automatic on the PDF form
7. Make sure your license number is recorded on the return.

8. Show applicable dates: "Reporting Period" month and year of the appropriate monthly, quarterly or annual filing frequency.
9. Make sure business name and mailing address are recorded on the return.
 - Line 7 - Subtotal for Column 5 This calculation is automatic on the PDF form
 - Line 8 - If more tax is collected than is levied under the ordinance, the excess collected is to be entered here and included in the total payment. This is carried form page 2, automatically on the PDF form
 - Line 10a & 10c - When payments are delinquent calculate a 10% "late payment" penalty on total tax due plus a 5% per month(beginning with the delinquency date) "late filing" penalty on total tax due. (Combined penalties not to exceed 25% of total tax due).
 - Line 10b - Calculate using current State of Arizona rate and enter interest per month (beginning with delinquency date) on total tax due.
 - Line 12 - Owner/builders may deduct city taxes paid to vendors and/or contractors (if included in gross) here. Valid credits should also be deducted here.