

CITY and BOROUGH OF SITKA - SALES/BED TAX MONTHLY PAYMENT FORMS

TO TAKE 3% COLLECTION DISCOUNT at the end of the quarter (maximum of \$100.00 discount allowed), you must pay sales and bed 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. Payments must be received each month to be eligible to receive the discount. PLEASE ENTER AMOUNT OF TAX ENCLOSED, DETACH BLUE 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:

Blue copy of payment form
Blue copy of payment form
Blue quarterly tax return

Blue copy of payment form
Blue copy of payment form
Blue quarterly tax return

Blue copy of payment form
Blue copy of payment form
Blue quarterly tax return

Blue copy of payment form
Blue copy of payment form
Blue quarterly tax return

CITY and BOROUGH OF SITKA MONTHLY SALES/BED TAX PAYMENT

Tax collected during the month of _____
Month & Year

Office Use Only	
Rec'd	
Check	Cash

* _____
Account No.

Sales Tax: _____

* _____
Name of Business

Bed Tax: _____

TOTAL TAX REMITTED: \$

* _____
Contact person

* _____
Contact phone no.

Mail to:
City & Borough of Sitka
100 Lincoln St
Sitka, AK 99835

*** REQUIRED FIELDS***
Detach Original - Send with payment & retain duplicate.

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