



New York State and Local Sales and Use Tax Return

ST-100

(12/90)

391

Quarterly

Sales tax vendor identification number	Business telephone number ()
Legal name	
DBA	
Street	
City, state, ZIP code	

Change of Business Information

Check here if you have changed your business location and have not previously notified us. Enter this new address in the space next to your preprinted address. You must report this, or any other change (name, identification number, mailing address or owner/officer/responsible person information) on either DTF-95.1, found on ST-100 Instructions, or Form DTF-95, *Change of Business Information*. To request Form DTF-95, call 1 800 462-8100. From areas outside New York State call (518) 438-1073.

Use labeled form and return envelope for filing your return.

Use this form to report only transactions for the period **December 1, 1990 — February 28, 1991**

Type of business	Check here if you are reporting sales tax on this return for more than one business location. If you checked this box and do not have a C suffix on your identification number, attach a list of your locations. <input type="checkbox"/>
If business has been discontinued, check here and attach Certificate of Authority with back completed. Then continue with instructions below, and complete the sections that apply to you. <input type="checkbox"/>	Final Return <input type="checkbox"/>
If you had no taxable sales and made no purchases subject to use tax you must: — Enter none in this box. <input type="checkbox"/> — Enter your gross sales in Box A below and enter none in Boxes B, C and D. — Sign and date this return and mail it in the enclosed envelope.	<input type="checkbox"/>

This return must be filed whether or not there is tax due.

Complete page 2 of this form before making entries below

Summary Of Business Activity	A	B	C	D
	Gross Sales and Services (to nearest dollar)	Taxable Sales and Services (to nearest dollar)	Purchases Subject to Use Tax (to nearest dollar)	Total credits claimed on Page 2 or Attached Schedules (dollars and cents)

If the total taxable sales and services and purchases subject to use tax reported on this return and all required schedules is \$300,000 or more or if you are a distributor as defined under Article 12-A, selling automotive fuel (motor fuel and/or diesel motor fuel), and you sold 100,000 gallons or more in any one of the previous four quarters, you are required to file returns monthly. Contact the Taxpayer Assistance Bureau **Immediately** for further information. Call toll free (from New York State only) 1 800 CALL TAX (1 800 225-5829); from areas outside New York State, call (518) 438-8581.

1	Sales and use taxes and special taxes (total of column (e), line D, Page 2 and totals from Schedules A, B, FR, N and U, if filed)	1	
2a	Credits not claimed on Page 2 (attachments required)	2a	
2b	Advance Payments (attach Form ST-330)	2b	
2c	Total of lines 2a and 2b	2c	
3	Sales and use taxes and special taxes due (line 1 less line 2c)	3	
4	Late filing charge (penalty — see Page 3 for Penalty Computation Instructions; interest — rate pursuant to Section 1142 of the Tax Law)	4	
5	Amount due — including late filing charge (line 3 plus line 4)	5	

- Attach check or money order for the amount on line 5 payable to **New York State Sales Tax**.
- Include on the check or money order your identification number, form number ST-100 and the period you are reporting.
- Mail your return in the enclosed envelope to applicable P.O. Box on or before **March 20, 1991**.

For office use only

Signature of vendor	Telephone number
Title	Date
Signature of preparer, if other than vendor	Telephone number
Preparer's address	Date

Did you complete Page Two of this form?

Taxing Jurisdiction (a)	% Rate (b)	Taxable Sales and Services (to nearest dollar) (c)	Purchases Subject to Use Tax (to nearest dollar) (d)	Sales and Use Taxes $b \times (c + d)$ (dollars and cents) (e)	Code
New York State Only	4				0002
Albany	7				0172
Allegany	8				0215
Broome	7				0312
Cattaraugus - except	8				0499
Olean (city)	8				0419
Salamanca (city)	8				0429
Cayuga	7				0502
Chautauqua	7				0602
Chemung - except	7				0792
Elmira (city)	7				0712
Chenango - except	6				0803
Norwich (city)	7				0844
Clinton - except	7				0992
Plattsburgh (city)	7				0912
Columbia	7				1008
Cortland	7				1102
Delaware	6				1202
Dutchess	7 1/4				1303
Erie	8				1415
Essex	7				1502
Franklin	7				1602
Fulton (county) - except	7				1706
Gloversville (city)	7				1715
Johnstown (city)	7				1724
Genesee - except	7				1892
Batavia (city)	7				1822
Greene	7				1912
Hamilton	7				2002
Herkimer	7				2100
Jefferson	7				2202
Lewis	7				2303
Livingston	7				2402
Madison - except	7				2582
Oneida (city)	7				2526
Monroe	7				2602
Montgomery - except	7				2792
Amsterdam (city)	7				2712
Nassau	8				2803
Niagara	7				2902
Oneida - except	7				3002
Rome (city)	7 1/4				3039
Sherrill (city)	7				3048
Utica (city)	7				3055
Onondaga	7				3102
Ontario - except	7				3272
Canandaigua (city)	7				3232
Geneva (city)	7				3242
Orange	6 1/4				3324
Orleans	7				3472
Fulton (city)	7				3532
Oswego (city)	7				3542
Otsego	6				3602
Putnam	7 1/4				3714
Rensselaer	7				3878
Rockland	6 1/4				3902

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Penalty Computation	
A. For failure to file a return on time, with no tax due , the penalty is \$50.00.	
B. For failure to file a return on time with tax due , the penalty is:	
1-60 days late , 10% of the tax due for the first month plus 1% of the tax due for each month thereafter, but in no instance less than \$50.00,	
61 or more days late , the greatest of the following:	
i) 10% of the tax due for the first month plus 1% of the tax due for each month thereafter not to exceed 30% or	
ii) the lesser of \$100.00 or 100% of the tax due, or	
iii) \$50.00	

Return Addresses

If you are NOT participating in the New Jersey/New York or Connecticut/New York Reciprocal Tax Agreement and your place of business is located in the county of:			Mail return to:
Albany Broome Chemung Chenango Clinton Columbia Delaware Dutchess Essex Franklin Fulton Greene	Hamilton Herkimer Jefferson Lewis Montgomery Oneida Orange Otsego Putnam Rensselaer Rockland Saratoga	Schenectady Schoharie Schuyler Steuben St. Lawrence Sullivan Tioga Tompkins Ulster Warren Washington	P. O. Box 192 Albany, NY 12201-0192
New York County with ZIP codes 10001-10019 RICHMOND			P. O. Box 2058 Church Street Station New York, NY 10008-2058
Bronx Kings New York County with ZIP codes 10020-10285	Queens Westchester		G. P. O. Box 5464 New York, NY 10087-5464
Nassau	Suffolk		P. O. Box 1866 Hicksville, NY 11802 1866
Cayuga Cortland Livingston Madison	Monroe Onondaga Ontario Orleans	Oswego Seneca Wayne Yates	P. O. Box 4777 Syracuse, NY 13221-4777
Allegany Cattaraugus	Chautauqua Erie	Genesee Niagara Wyoming	All filers in these counties except Schedule FR filers (motor fuel and diesel motor fuel retailers): P. O. Box 194 Buffalo, NY 14240-0194 Schedule FR filers in these counties must mail this return to: P. O. Box 4777 Syracuse, NY 13221-4777
If you are participating in the New Jersey/New York or Connecticut/New York Reciprocal Tax Agreement, or both, attach the appropriate schedule(s) to your return			Mail return to: P. O. Box 688 Albany, NY 12201-0688
If you are a vendor located out-of-state			Mail return to: P. O. Box 192 Albany, NY 12201-0192

Phone

For forms or publications

call toll free (from New York State only)
 from areas outside New York State, call

1 800 462-8100
 (518) 438-1073

For information

call toll free (from New York State only)
 from areas outside New York State, call

1 800 CALL TAX (1 800 225-5829)
 (518) 438-8581

If Your Need Help...

Write

If you need to write, address your letter to:

NYG Tax Department
 Taxpayer Assistance Bureau
 W. A. Harriman Campus
 Albany, NY 12227

Telephone assistance is available from 8 a.m. to 5 p.m. Monday through Friday.