lew York State Department o	f Taxation and Finance
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## New York State and Local Sales and Use Tax Return for Part-Quarterly Filers

Use this form to report transactions for the period October 1, 1999, through October 31, 1999, only.

Legal name DBA Street City, state, Complete la	ZIP coc	orm and mai	l it in t	he enclos	ed env	Business telep ( ) Label F	lere	O box	Daytime telephone ( ) isted on the back rm ST-809, call th		Ir If If If If If If If If If If If If If	Change of Business Information your mailing address is inc in the label and you have me reviously notified us, enter privated to a paid preparent ave any other change (nam nysical address or owner/ol isponsible person information omplete Form DTF-95.1s, ( <i>f Business Information for</i> V und in the ST-809 instruction orm DTF-95, Change of Business information. To request orm DTF-95, call the Busine ord DTF-95, call the Business information and the ST-809 information. To request ord DTF-95, call the Business ord DTF-95, call the Business	ot your to your hail is or you he, ID#, fficer on) <i>Change</i> <i>/endors</i> ons, or <i>isiness</i> ess Tax
Business Ta U.S. and Ca Type of busin	x Inforr nada, c ness	mation Cente call (518) 485	er toll fi 5-6800	ree 1 800	972-1	233, or call 1 8	Check he more tha If you ch <b>C</b> suffix,	00. Fro ere if yc in one t ecked t attach	m areas outside the u are reporting saluusiness location nis box and your id a list of your location	ne es tax on thi entification r ons.	nı s re 	per does not have a	
Summary	y of T	Fax Due –	– Co	mplete	Lon	g Method o	or Short	Meth	od section b	elow, no	t b	oth (see instructio	ons).
	Βι	nmary of usiness ctivities	A		les an earest	d Services dollar)	B •		e Sales and Servic o nearest dollar)	es	С •	Purchases Subject to Us (to nearest dollar	se Tax )
Long	1a b	Sales and u Credit for pr	repaid	sales tax	(see	ons)		1b			• 1c	•	
Method	2a b	Credits not i Advance pa	identifi yment	ied <i>(attach</i> s <i>(includin</i>	nments g Pron	required; see ir npTax payment)	nstructions)	2a 2b	•		2c		·
	3 4	Sales and u Interest and	ise tax penal	kes due <i>(s</i> Ities <i>(see l</i>	subtrac instruc	t line 2c from lir tions)	ne 1c)				3 4 5	•	
Short	b c d	Tax due (1/3 Credit for pr Net tax due	of line epaid (subtra	1a) sales tax act line 1c	(see l from li	year (see instru  instructions) ine 1b)		<u>1b</u> 1c			1d	•	
Method	b c 3	Advance pay Add lines 2a Sales and u	yment a and ise tax	s <i>(includin</i> 2b kes due <i>(s</i>	g Pron	t line 2c from lir	 ne 1d)	2b	•		2c 3 4	•	
	5	Amount du	e (add	l lines 3 an	d 4)	Pay this am	ount				5	•	
- Include	on the					York State Sa htification numb		ST-80	9 and the		For	office use only	
	Method	clude on line <sup>-</sup> Adjustment outions.)		Signati Title	ure of v	vendor		(	Felephone number ) Date				
Locality		Adjusti \$	ment		ure of	preparer <i>(if other</i>	than vendor)		Felephone number				
				Prepar	er's ad	dress			Date				

ST-809 (10/99)

0800

## Where to mail your return and attachments

All vendors, except those who participate in the New Jersey/New York or Connecticut/New York Reciprocal Tax Agreement, including those located outside New York State, mail your completed return and attachments to:

Vendors who participate in the New Jersey/New York or Connecticut/New York Reciprocal Tax Agreement, mail your completed return and attachments to:

NYS SALES TAX PROCESSING GENERAL POST OFFICE PO BOX 1208 NEW YORK NY 10116-1208

NYS SALES TAX PROCESSING RECIPROCAL TAX AGREEMENT **GENERAL POST OFFICE** PO BOX 1209 NEW YORK NY 10116-1209

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

If you are using a private delivery service, address the return envelope to: The CHASE MANHATTAN BANK, NYS GOVERNMENT TAX PROCESSING, 12 CORPORATE WOODS BLVD., 4th FLOOR, ALBANY NY 12211

For a listing of designated delivery services, see Publication 55, Designated Private Delivery Services.

## Need help?

www

	<b>Telephone assistance</b> is available from 8:30 a.m. to 4:25 p.m. (eastern time), Monday through Friday.							
圕	For business tax information, call the New York State Business Tax Information Center:	1 800 972-1233						
	For general information:	1 800 225-5829						
	To order forms and publications:	1 800 462-8100						
	From areas outside the U.S. and outside Canada:	(518) 485-6800						
	<b>Fax-on-demand forms:</b> Forms are available 24 hours a day, 7 days a week.	1 800 748-3676						
	Internet access: http://www.tax.state.n	y.us						



Hotline for the hearing and speech impaired: 1 800 634-2110 from 8:30 a.m. to 4:25 p.m. (eastern time), Monday through Friday. If you do not own a telecommunications device for the deaf (TDD), check with independent living centers or community action programs to find out where machines are available for public use.



Persons with disabilities: In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, please call 1 800 225-5829.



If you need to write, address your letter to: NYS TAX DEPARTMENT TAXPAYER ASSISTANCE BUREAU TAXPAYER CORRESPONDENCE W A HARRIMAN CAMPUS ALBANY NY 12227