

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

	December 200	0
	Tax period	
December	1, 2000 - Decem	

Sales tax identification number		January 2001 SMTWTFS
Legal name (if no label, print legal name as it appears on the Certificate of Authority)		1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
		14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
dba (doing business as) name  Number and street  Place address li	shel here	Due date:
Number and street	abo.	Monday,
Place au		January 22, 2001 You will be responsible for
City, state, ZIP code		penalty and interest if your return is not postmarked by
		this date.
No tax due? Check the box and enter your gross sales in Box 1 of Step	1 below: enter <i>none</i> in Boxes 2 and 3.	
You must file by the due date even if no tax is due. See		
Has your address or business information changed? If so, enter new	v mailing address on preprinted label above. Se	e 2 in instructions.
Complete Step 1 or Step 2, but not both. (See 6 in inst	tructions)	
Step 1 of 3 Long method of calculating tax due	<u> </u>	
Step 1 0/3 Long method of calculating tax due	<del>-</del>	
		<u>1</u>
1 Enter total gross sales and services (to nearest dollar; see 3 i	in instructions)	
2 Enter total taxable sales and services (to nearest dollar; see 4	in instructions)	
2 Effet total taxable sales and services (to fleatest dollar, see	III III Structions)	3
3 Enter total purchases subject to use tax (to nearest dollar; see	5 in instructions)	.00.
<ul> <li>4 Sales and use tax (see 7 in instructions)</li> <li>5 Credit for prepaid sales tax (see 3 in instructions)</li> </ul>	5	
6 Net tax due (subtract Box 5 amount from Box 4 amount)		6
7 Credits not identified (attachments required, see 9 in instruction	ns) 7 1	
8 Advance payments (including PrompTax payments; see 10 in instructions	s) <b>8</b>	
9 Add Box 7 amount to Box 8 amount		
10 Sales and use tax due (subtract Box 9 amount from Box 6 amount	nt)	
11 Interest and penalty (see 1) in instructions)		11
		12
12 Amount due (add Box 10 amount to Box 11 amount; see 2 in	instructions) Pay this ar	nount -
Step 2 of 3 Short method of calculating tax due	)	
1 Comparable quarter of prior year (see (a) in instructions)*	1	
2 Tax due (1/2 of Box 1 amount)	_	
<ul><li>3 Credit for prepaid sales tax (see 4) in instructions)</li></ul>		4
<b>1 </b>	<u> </u>	
6 Advance payments (including PrompTax payments, see 15 in instructions 7 Add Box 5 amount to Box 6 amount	,	7
8 Sales and use tax due (subtract Box 7 amount from Box 4 amount		
9 Interest and penalty (see 1) in instructions)		
Interest and penalty (see III instructions)		10
10 Amount due (add Box 8 amount to Box 9 amount; see 1 in ins	structions) Pay this ar	nount
*Include short method adjustment in Box 1 (see Short method ad		For office use only

Locality

Adjustment

Step 3 of 3 <b>Sign and I</b> Make sure you keep a complet			<b>Monday, January 22, 2001</b> , to be art below for complete mailing info	
Printed name of taxpayer			Title	
Signature of taxpayer		Date	Daytime telephone (	)
Printed name of preparer, if other	r than taxpayer			
Preparer's address				
Signature of preparer, if other that	an taxpayer		Daytime telephone (	
			Wake check payable to W	
Where to mail your return and	Do you participate in the Ne Connecticut/New York Reci	,	David Sample 100 Elm Street Albany, NY 12203	2971  DATE January 22, 2001
attachments If using a private delivery	No	Yes	One Thousand and 00/100	Tax   \$1000
service rather than the U.S. Postal Service, see 19 in instructions for	Address envelope to:	Address envelope to:	First State Bank	1 Dud Sand
the correct address.	NYS SALES TAX PROCESSING JAF BUILDING PO BOX 1208	NYS SALES TAX PROCESSING RECIPROCAL TAX AGREEMENT JAF BUILDING	00-0000000 ST-809 December 2000	A Music Sample
		PO BOX 1209 NEW YORK NY 10116-1209	Don't forget to write your ID#, <b>S7-809</b> , and tax period	Don't forget to sign your check
If you are enrolled in the PrompTax	program, please use the preaddre	essed envelope provided		

## Need help?



Telephone assistance is available from 8:30 a.m. to 4:25 p.m. (eastern time), Monday through Friday.

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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
Fax-on-demand forms: Forms are available 24 hours a day, 7 days a week.	1 800 748-3676



Internet access: http://www.tax.state.ny.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 W A HARRIMAN CAMPUS ALBANY NY 12227

Refer to instructions (Form ST-809-I) if you have questions or need help. Make sure you keep a completed copy of your return for your records.