



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

Calendar grid for March, April, and May 2004. Tax period: March 1, 2004 - May 31, 2004.

Calendar grid for June 2004. Date 21 is highlighted.

0305

Due date: Monday, June 21, 2004. You will be responsible for penalty and interest if your return is not postmarked by this date.

Form fields for Sales tax identification number, Legal name, dba name, Number and street, and City, state, ZIP code.

Checkboxes for 'No tax due?', 'Multiple locations?', 'Final return?', and 'Has your address or business information changed?'.

Step 1 of 9: Gross sales and services. Enter total gross sales and services in box 1: .00

Do not include sales tax in the gross sales and services amount. See 4 in instructions.

Step 2 of 9: Identify required schedules. Check the box(es) on the right below, then complete the schedule(s) if necessary and proceed to Step 3.

Table with 3 columns: Quarterly schedule (A, B, FR, H, N, P, Q, T), Description, and Check the box for each schedule you are attaching.

Schedules CT and NJ: For reciprocal tax agreement filing requirements, see 5 in instructions.

Refer to instructions (Form ST-810-I) if you have questions or need help. Please be sure to keep a completed copy of your return for your records.

For office use only

Step 3 of 9 Calculate sales and use taxes <i>Refer to instructions (Form ST-810-1) if you have questions or need help.</i>		Column C Taxable sales and services	+	Column D Purchases subject to tax	×	Column E Tax rate	=	Column F Sales and use tax (C + D) × E	
Enter total from Form ST-810.10 (if any) in box 2								2	
Enter any totals from: + + + + + + =		3		4				5	
		.00		.00					
Column A Taxing jurisdiction	Column B Jurisdiction code								
New York State only	NE 0011	.00		.00		4¼%			
Albany County	AL 0171	.00		.00		8¼%			
Allegany County	AL 0211	.00		.00		8¼%			
Broome County	BR 0311	.00		.00		8¼%			
Cattaraugus County (outside the following)	CA 0491	.00		.00		8¼%			
Olean (city)	OL 0411	.00		.00		8¼%			
Salamanca (city)	SA 0421	.00		.00		8¼%			
Cayuga County (outside the following)	CA 0501	.00		.00		8¼%			
Auburn (city)	AU 0551	.00		.00		8¼%			
Chautauqua County	CH 0601	.00		.00		7¼%			
Chemung County	CH 0701	.00		.00		8¼%			
Chenango County (outside the following)	CH 0821	.00		.00		8¼%			
Norwich (city)	NO 0841	.00		.00		8¼%			
Clinton County	CL 0991	.00		.00		7¼%			
Columbia County	CO 1001	.00		.00		8¼%			
Cortland County	CO 1121	.00		.00		8¼%			
Delaware County	DE 1211	.00		.00		8¼%			
Dutchess County	DU 1301	.00		.00		8¼%			
Erie County	ER 1401	.00		.00		8¼%			
Essex County	ES 1501	.00		.00		7¼%			
Franklin County	FR 1601	.00		.00		7¼%			
Fulton County (outside the following)	FU 1701	.00		.00		7¼%			
Gloversville (city)	GL 1761	.00		.00		7¼%			
Johnstown (city)	JO 1771	.00		.00		7¼%			
Genesee County	GE 1801	.00		.00		8¼%			
Greene County	GR 1901	.00		.00		8¼%			
Hamilton County	HA 2001	.00		.00		7¼%			
Herkimer County	HE 2101	.00		.00		8¼%			
Jefferson County	JE 2201	.00		.00		7¼%			
Lewis County	LE 2301	.00		.00		7¼%			
Livingston County	LI 2401	.00		.00		8¼%			
Madison County (outside the following)	MA 2581	.00		.00		7¼%			
Oneida (city)	ON 2521	.00		.00		7¼%			
Monroe County	MO 2601	.00		.00		8¼%			
Montgomery County	MO 2791	.00		.00		8¼%			
Nassau County	NA 2801	.00		.00		8¾%			
Niagara County	NI 2901	.00		.00		8¼%			
Oneida County (outside the following)	ON 3001	.00		.00		8¼%			
Rome (city)	RO 3021	.00		.00		8¼%			
Sherrill (city)	SH 3041	.00		.00		8¼%			
Utica (city)	UT 3051	.00		.00		8¼%			
Onondaga County	ON 3101	.00		.00		7¼%			
Ontario County (outside the following)	ON 3271	.00		.00		7¼%			
Canandaigua (city)	CA 3231	.00		.00		7¼%			
Geneva (city)	GE 3241	.00		.00		7¼%			
Orange County	OR 3301	.00		.00		7½%			
Orleans County	OR 3471	.00		.00		8¼%			
Column subtotals; also enter on page 3, boxes 10, 11, and 12:		6		7				8	
		.00		.00					

Column A Taxing jurisdiction	Column B Jurisdiction code	Column C Taxable sales and services	+	Column D Purchases subject to tax	×	Column E Tax rate	=	Column F Sales and use tax (C + D) × E	
Oswego County (outside the following)	OS 3591	.00		.00		7¼%			
Fulton (city)	FU 3531	.00		.00		8¼%			
Oswego (city)	OS 3541	.00		.00		7¼%			
Otsego County	OT 3611	.00		.00		8¼%			
Putnam County	PU 3701	.00		.00		7½%			
Rensselaer County	RE 3871	.00		.00		8¼%			
Rockland County	RO 3901	.00		.00		8½%*			
St. Lawrence County	ST 4081	.00		.00		7¼%			
Saratoga County (outside the following)	SA 4101	.00		.00		7¼%			
Saratoga Springs (city)	SA 4121	.00		.00		7¼%			
Schenectady County	SC 4231	.00		.00		8¼%			
Schoharie County	SC 4301	.00		.00		7¼%			
Schuyler County	SC 4401	.00		.00		8¼%			
Seneca County	SE 4501	.00		.00		8¼%			
Steuben County (outside the following)	ST 4681	.00		.00		8¼%			
Corning (city)	CO 4601	.00		.00		8¼%			
Hornell (city)	HO 4631	.00		.00		8¼%			
Suffolk County	SU 4701	.00		.00		8¾%			
Sullivan County	SU 4801	.00		.00		7¾%			
Tioga County	TI 4911	.00		.00		8¼%			
Tompkins County (outside the following)	TO 5091	.00		.00		8¼%			
Ithaca (city)	IT 5011	.00		.00		8¼%			
Ulster County	UL 5101	.00		.00		8¼%			
Warren County (outside the following)	WA 5291	.00		.00		7¼%			
Glens Falls (city)	GL 5201	.00		.00		7¼%			
Washington County	WA 5301	.00		.00		7¼%			
Wayne County	WA 5411	.00		.00		8¼%			
Westchester County (outside the following)	WE 5591	.00		.00		7½%			
Mount Vernon (city)	MO 5511	.00		.00		8½%			
New Rochelle (city)	NE 6851	.00		.00		8½%			
White Plains (city)	WH 5551	.00		.00		8%			
Yonkers (city)	YO 6501	.00		.00		8½%			
Wyoming County	WY 5601	.00		.00		8¼%			
Yates County	YA 5711	.00		.00		8¼%			
Taxes in New York City (see 7 in instructions)									
New York City/State combined tax	NE 8011	.00		.00		8⅝%*			
New York State/MCTD (fuel and utilities)	NE 8041	.00		.00		4½%			
New York City - local tax only (enter box 9 amount in Step 7B)	NE 8021	9		.00		4⅛%*			
		.00		.00					
Column subtotals from page 2, boxes 6, 7, and 8:	10	.00	11	.00			12		
	13		14				15		
Column totals:		.00		.00					
Credit summary — Enter the total amount of credits claimed in Step 3 above, and on any attached schedules (see 12 c).									
Step 4 of 9 Calculate special taxes	<i>Internal code</i>			Column G Taxable receipts		Column H Tax rate	=	Column J Special taxes due (G × H)	
Passenger car rentals	PA 0003			.00		5%			
Information & entertainment services furnished via telephony and telegraphy	IN 7009			.00		5%			
Total special taxes:								16	
Step 5 of 9 Calculate tax credits and advance payments	<i>Internal code</i>							Column K Credit amount	
Credit for prepaid sales tax on cigarettes	CR C8888								
Credits against sales or use tax (see 16 in instructions)	C								
Advance payments (including ST-809 and PrompTax payments) (see 17 in instructions)	A								
Unclaimed vendor collection credit (attach Form TR-912)	UN 7804								
Total tax credits and advance payments:								17	

*8⅝% = 0.08125; 8⅝% = 0.08625; 4⅛% = 0.04125

Proceed to Step 6, page 4

Step 6 of 9 Calculate taxes due	Add <i>Sales and use tax</i> column total (box 15) to <i>Total special taxes</i> (box 16) and subtract <i>Total tax credits and advance payments</i> (box 17).	Taxes due
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Box 15 amount \$ _____	+	Box 16 amount \$ _____	-	Box 17 amount \$ _____	=	18
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Step 7 of 9 Calculate vendor collection credit or pay penalty and interest	You are eligible for vendor collection credit ONLY if you file by June 21, 2004 , and you pay the full amount due with the return. If you are not eligible, enter "0" in box 19 and go to 7D .	
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<p>7A If you are not required to file any schedules, start at the asterisk (*) in 7B.</p> <p>Schedule B, Part 4, box 3 _____</p> <p>Schedule B-ATT + _____</p> <p>Schedule N + _____</p> <p>Schedule Q + _____</p> <p>Schedule T-ATT + _____</p> <p>Total adjustment = _____</p>	➔	<p>7B Schedule FR, Step 3, box 7 _____</p> <p>* Form ST-810, page 3, box 13 + _____</p> <p>Total adjustment from 7A - _____</p> <p>Form ST-810, page 3, box 9 - _____</p> <p>Eligible sales amount (move to 7C) = _____</p>	
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<p>7C Eligible sales amount from 7B above _____</p> <p>State tax rate _____</p> <p>Credit rate _____</p> <p>\$ _____ × 4¼% = \$ _____ × 3½% = \$ _____</p> <p style="text-align: center;">** In box 19, enter the amount calculated, but not more than \$150</p>			**	19
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OR Pay penalty and interest if you are filing late	
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7D Penalty and interest are calculated on the amount in box 18, <i>Taxes due</i> . See 22 on page 3 in the instructions.	20
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Step 8 of 9 Calculate total amount due	Make check or money order payable to New York State Sales Tax . Write on your check your sales tax ID#, ST-810 , and 5/31/04 .	Total amount due
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<p>Final calculation: Taking vendor collection credit? Subtract box 19 from box 18.</p> <p>Paying penalty and interest? Add box 20 to box 18.</p>	
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Step 9 of 9 Sign and mail this return <i>Please be sure to keep a completed copy for your records.</i>	Must be postmarked by Monday, June 21, 2004 , to be considered filed on time. See below for complete mailing information.	Please enter NAICS code below (see instructions).
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Printed name of taxpayer _____	Title _____	Daytime telephone () _____	<p>North American Industry Classification System (NAICS)</p> <table border="1" style="width:100%; height: 40px;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>					
Signature of taxpayer _____	Date _____							
Printed name of preparer, if other than taxpayer _____								
Preparer's address _____								
Signature of preparer, if other than taxpayer _____			Daytime telephone () _____					

Where to mail your return and attachments

If using a private delivery service rather than the U.S. Postal Service, see 2 in instructions for the correct address.

Do you participate in the New Jersey/New York or the Connecticut/New York Reciprocal Tax Agreement?

No

Address envelope to:

NYS SALES TAX PROCESSING
JAF BUILDING
PO BOX 1208
NEW YORK NY 10116-1208

Yes

Address envelope to:

NYS SALES TAX PROCESSING
RECIPROCAL TAX AGREEMENT
JAF BUILDING
PO BOX 1209
NEW YORK NY 10116-1209

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

Make check payable to **New York State Sales Tax**.

David Sample 2971
100 Elm Street
Albany, NY 12203

DATE **June 10, 2004**

PAY TO THE ORDER OF **New York State Sales Tax** \$ **1,050.32**

One thousand fifty and 32/100 DOLLARS

First State Bank

00-0000000 ST-810 5/31/04

David Sample

↑ Don't forget to write your sales tax ID#, ST-810, and 5/31/04.
↑ Don't forget to sign your check

Need help?

See Form ST-810-I, *Instructions for Form ST-810*, page 4.