



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

January 2014										
Tax period										
January 1, 2014 – January 31, 2014										

DBA (doing business as) name Number and street City, state, ZIP code Mandate to use Sales Tax Web File - Most filers fall under this requirement; see Form ST-809-I. No tax due? Enter your gross sales and services in box 1 of Step 1 below; enter none in boxes 2 and 3. You must file by the due date even if no tax is due. There is a \$50 penalty for late filing of a no-tax-due return. See in in instructions. Has your address or If so, visit our Web site (see Need help? in Form ST-809-I) and see the change my address option for further instructions, or mark an X in the box to the right and enter new mailing address above. See in instructions. Complete Step 1 or Step 2, but not both. See in instructions. Step 1 of 3 Long method of calculating tax due 1 Enter total gross sales and services (to nearest dollar; see in instructions) 2 Enter total taxable sales and services (to nearest dollar; see in instructions) Complete Step 1 or Step 2 in instructions.	-	Sales tax identification number		February 2014 S M T W T F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 1114
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*Ind Locality Adjustment

Page 2 of 2	ST-809 (1/14)	Sales tax identificatio	n number					1114	Part-Q	uarterly	(Monthly)		
Step 3 of 3 Sign and mail this return Please be sure to keep a completed copy for your records. Must be postmarked by Thursday, February 20, 2014, to be considered filed on time. See below for complete mailing information.													
	Do you want to allow another	person to discuss	s this return wi	th the Tax D	ept? (see	e instructions	plete the f	ollowing) N	10 <u> </u>				
Third – party	Designee's name		Designee's ph	one number			Person numbe	nal identificat r (PIN)	ion				
designee	Designee's e-mail address												
Printed name of	taxpayer			Ti	tle								
Taxpayer's e-ma	il address												
Signature of taxpayer Date Daytime telephone ()													
Printed name of preparer's firm (or yours if self-employed) Preparer's firm (or yours if self-employed) Preparer's													
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Signature of pre	parer, if other than taxpayer						ytime ephone (_)					
*See 20 in ins	tructions				V	Make check	k payable	to <i>New Y</i>	to New York State Sales Tax.				
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Where to file your return and attachments										417 10, 20			
We	eb File your return at www.ta.	tructions).								XX.XX			
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If u Se	using a private delivery servicervice, see 20 in instructions f	e rather than the or the correct ad	U.S. Postal dress.			00-0000000 ST-809 1/31/14 Don't forget to write your sales tax ID#, Don't fo sign you sign you							

Need help?

See Form ST-809-I, Instructions for Form ST-809.