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

Part-Quarterly (Monthly) ST-809

April 1, 2015 – April 30, 2015

Sales tax identification number			1 1	1 1	I	1
Legal name (print ID number and lega	l name as it ap	opears on the	Certificate of A	Authority)		
DBA (doing business as) name						
Number and street						
City, state, ZIP code						



Due date: Wednesday, May 20, 2015

You will be responsible for penalty and interest if your return and any payment due is not electronically filed or postmarked by this date.

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 1 in instructions.

Has your address or business information changed? 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 **2** in instructions.

Complete Step 1 or Step 2, but not both. See 3 in instructions.

Step 1 of 3 Long method of calculating tax due

-	Enter total gross sales and services (to nearest dollar; see 4 in ins		1 2	.00			
2	Enter total taxable sales and services (to nearest dollar; see 5 in i			.00			
3	Enter total purchases subject to tax (to nearest dollar; see 6 in inst		3	.00			
4	Sales and use tax (see 7 in instructions)	4					
5	Credit for prepaid sales tax (see 8 in instructions)	5					
6	Net tax due (subtract box 5 amount from box 4 amount)			6			
7	Credits not identified (attachments required, see 9 in instructions)	7					
8	Advance payments (see 10 in instructions)	8					
9	Add box 7 amount to box 8 amount			9			
10	Sales and use tax due (subtract box 9 amount from box 6 amount)		10				
11	Penalty and interest (see 11 in instructions)						
	Amount due (add box 10 amount to box 11 amount; see 12 in instruc		12a				
12b	Amount paid (see 12 in instructions)		12b				
Step 2 of 3 Short method of calculating tax due							
Step	2 of 3 Short method of calculating tax due						
		1	1				
		1					
		1 2 2					
1 2 3	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions)	1 2 3					
1 2 3 4	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)			4			
1 2 3 4	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)			4			
1 2 3 4	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)			4			
1 2 3 4	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)			4			
1 2 3 4	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount) Credits not identified (attachments required, see 15 in instructions) Advance payments (see 16 in instructions)	5 6		4 7 8			
1 2 3 4 5 6 7 8	Comparable quarter of previous year (see 13 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount) Credits not identified (attachments required, see 15 in instructions) Advance payments (see 16 in instructions) Add box 5 amount to box 6 amount	5 6					
1 2 3 4 5 6 7 8 9	Comparable quarter of previous year (see 🚯 in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see 🚺 in instructions) Net tax due (subtract box 3 amount from box 2 amount) Credits not identified (attachments required, see 🕩 in instructions) Advance payments (see 🚺 in instructions) Add box 5 amount to box 6 amount Sales and use tax due (subtract box 7 amount from box 4 amount)	5					
1 2 3 4 5 6 7 8 9 10a	Comparable quarter of previous year (see (3) in instructions)* Tax due (one-third of box 1 amount) Credit for prepaid sales tax (see (4) in instructions) Net tax due (subtract box 3 amount from box 2 amount) Credits not identified (attachments required, see (15) in instructions) Advance payments (see (16) in instructions) Add box 5 amount to box 6 amount Sales and use tax due (subtract box 7 amount from box 4 amount) Penalty and interest (see (17) in instructions)	5 6 IS)		9			

Adjustment

\$



Locality

Page 2 of 2	ST-809 (4/15)	Sales tax identifica	ation number						0216	Part-C	Quarter	y (Mo	nthly)
Step 3 of 3 Sign and mail this return Must be postmarked by Wednesday, May 20, 2015, to be considered filed on time. Please be sure to keep a completed copy for your records. Must be postmarked by Wednesday, May 20, 2015, to be considered filed on time.													
Third –	Do you want to allow another	person to disc				ee 19 i	in instruc				e following) No	
party	Designees name		Designee's pho ()	ne number					nal identificat er (PIN)	tion			
designee	Designee's e-mail address												
Printed name of	f taxpayer			Ti	itle								
Taxpayer's e-ma	ail address						Douti						
Signature of tax	payer			_ Date	_	_	Daytiı _ telepł	none ()				
Printed name of	f preparer's firm <i>(or yours if self-emplo</i>	ved)					Firm's identi	s emplo ficatior	n'number*				
Preparer's addre	ess					Dues			reparer's FIN*				
Preparer's e-ma	il address					– NYT	arer's PRIN*				NYTPI excl.		
Signature of pre	eparer, if other than taxpayer					te)aytime elephone	()				
*See 2 in ins	structions				~	Make	check p	bayabl	e to New Y	ork Stat	e Sales	Tax.	
 @ w	/here to file your retur	n and atta	chments			David San 100 Elm Si Albany, NY	treet 12203			_{ATE} May	10, 2015		971
w	eb File your return at www.tax	<i>.ny.gov</i> (see i	nstructions).			Pay to the Drder of			te Sales Tax		\$	K,XXX.X	X
at	you are not required to Web F tachments to: NYS Sales Tax F bany NY 12212-5168)	ile, mail your Processing, P	return and O Box 15168,				(State E 000 ST-1	Bank	k	" pe	d 5	DOLLA	<u>ARS</u>
	using a private delivery service rather than the U.S. Postal rvice, see Publication 55, Designated Private Delivery Services.			ces.		Don		to write	your sales ta	ax ID#,	Don't for sign you	0	
Need help	?												

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

