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

Part-Quarterly (Monthly) ST-809 October 2015

→→→→ Tax period

October 1, 2015 - October 31, 2015 1 1 1

Sales tax identification number	
Legal name (print ID number and lega	al name as it appears on the Certificate of Authority)
DBA (doing business as) name	
Number and street	
City, state, ZIP code	



Due date: 20 Friday, November 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 <u>3.</u> 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.

If so, visit our Web site (see Need help? in Form ST-809-I) and see the change my address option for further instructions, Has your address or business information changed? 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 I ong method of calculating tax due

1	Enter total gross sales and services (to nearest dollar; see 4 in in.	1	.00	
2	Enter total taxable sales and services (to nearest dollar; see 5 in		.00	
3	Enter total purchases subject to tax (to nearest dollar; see 6 in insi	3	.00	
4	Sales and use tax (see 7 in instructions)			
5	Credit for prepaid sales tax (see 1 in instructions)			
6	Net tax due (subtract box 5 amount from box 4 amount)	6		
7	Credits not identified (attachments required, see 9 in instructions)			
8	Advance payments (see 10 in instructions)			
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)	11		
12a	Amount due (add box 10 amount to box 11 amount; see 12 in instruc	12a		
12b	Amount paid (see 12 in instructions)		12b	
	Amount paid (see 1 in instructions) D 2 of 3 Short method of calculating tax due		12b	
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*Include short method adjustment in box 1 (see Short method adjustment on page 3 of instructions.) Adjustment

Locality

\$

For office use only



Paç	ge 2 of 2	ST-809 (10/15)	Sales tax identificatio	n number								08	316	Part-	Quarte	rly (M	onthly)
St Ple	tep 3 of	3 Sign and mail this retu re to keep a completed copy for	rn your records.			marked b	·				0, 201	5, to b	e cons	sidered	filed on	time.	
		Do you want to allow another	person to discus	s this ret	urn wil	th the Ta	x De	pt? (se	ee 19 ii	n instru	ctions)	Yes [(con	nplete th	e followii	ng) No	
	Third – party	Designee's name		Designe	e's ph	one num	ber					onal ide er (PIN	entificat V)	ion			
	designe	Designee's e-mail address															
Prir	nted name	of taxpayer					_ Title	e									
Тах	payer's e-	mail address															
Sigi	nature of ta	axpayer				_ Date.		_	_		time phone	()				
Prin	nted name	of preparer's firm (or yours if self-e	mployed)							Firm _ iden	i's emp tificatio	n num	ber*				
Pre	parer's ad	dress									P	repare TIN*	r′s				
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*Se	ee 2 in ir	istructions						~	Make	check	payab	le to /	lew Yo	ork Sta	te Sale:	s Tax.	
 	@ [] w	/here to file your retur	n and attac	hment	ts			1 A	avid Sam 00 Elm St Ibany, NY	reet 12203	<u>, , , , , , , , , , , , , , , , , , , </u>		-		vember		2971 15
	v	eb File your return at www.tax	. <i>ny.gov</i> (see ins	tructions	s).			P/ 	AY TO THE RDER OF					^	,	\$ X,XXX	.XX
(If you are not required to Web File, r attachments to: NYS Sales Tax Proce Albany NY 12212-5172)							irst S	tate			t amou	nt) De	:d	DOI DANG			
	Se	using a private delivery service ervice, see Publication 55, Des ervices.								forget	-809 1 to write 10/31/	your s	ales ta:	x ID#,		forget to our chec	
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Need help? See Form ST-809-I, Instructions for Form ST-809.

