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	STATE

Department of Taxation and Finance

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

Part-	Quarterly	/ (	Monthl	y)	ST-809
			anuary 2017		

+Tax period January 1. 2017 – January 31. 2017

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	1	1	1	1	1	1		1	1		1	1	1	1	1	1	1	1	

1117

Sales tax identification number	February 2017 S M T W T F S 1 2 3 4
Legal name (print ID number and legal name as it appears on the Certificate of Authority)	5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
DBA (doing business as) name	
	21 Due date: Tuosday, Fobruary 21, 2017
Number and street	Tuesday, February 21, 2017
	You will be responsible for penalty
City, state, ZIP code	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.	

Mandate 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	If so, visit our website (see Need help? in Form ST-809-I) and see the change my address option for further instructions,	_
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

	Tors Long method of calculating tax due				
1	Enter total gross sales and services (to nearest dollar; see 4 in ins	···· ⊨	1	.00	
2	Enter total taxable sales and services (to nearest dollar; see 5 in in		2	.00	
3	Enter total purchases subject to tax (to nearest dollar; see 6 in insti	🖵	3	.00	
4	Sales and use tax (see 7 in instructions) Credit for prepaid sales tax (see 8 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)	[	11		
12a	Amount due (add box 10 amount to box 11 amount; see 🕑 in instruct	12	2a		
12b	Amount paid (see 12 in instructions)	12	2b		
Ste	2 of 3 Short method of calculating tax due				
1	Comparable quarter of provious year (as 1) in instructions)*				
	Comparable quarter of previous year (see 15) in instructions)	_1			
2	Tax due (one-third of box 1 amount)	2	-		
2 3	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)	1   2   3			
-	Credit for prepaid sales tax (see 19 in instructions)	3		4	
4	Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)	3		4	
4	Credit for prepaid sales tax (see 14 in instructions) Net tax due (subtract box 3 amount from box 2 amount)	3		4	
4	Credit for prepaid sales tax (see 19 in instructions)	<u>5</u> 6		7	
4	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)	<u>5</u> 6		<u>4</u> 7 8	
4 5 6 7 8	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	3   5   6		4 7 8 9	
4 5 6 7 8 9	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 Sales and use tax due (subtract box 7 amount from box 4 amount)	<u>5</u> 6	····	9	

*Include short method adjustment in box 1 (see *Short method adjustment* on page 3 of instructions.) Adjustment

Locality

\$

For office use only



Page 2 of 2	ST-809 (1/17)	Sales tax identification	n number	1					1117	Part-0	Quarter	'ly (Mor	nthly)
Step 3 of 3 Please be sure	Sign and mail this return to keep a completed copy for	n your records.	Must be po See below					1, 2017	, to be cor	nsidered	filed on	time.	
Third – party designee	Do you want to allow another Designee's name Designee's e-mail address		this return v Designee's p ()		ot? (see	e Pin			al identificati		following	) <b>No</b>	]
	of taxpayer												
	xpayer					_		ime hone ( <u></u> s empl	)				
	of preparer's firm <i>(or yours if self-</i> ress	/					_ identi	fication	number*				
	ail address					- NYT D	arer's PRIN* [ aytime elephon	e (	)		NYTF excl.	PRIN code	
*See <b>@</b> in in: Whe	structions ere to file your return	and attachm	ents		D:	Make avid San 00 Elm Si bany, NY	nple reet	bayable	e to <b>New Y</b>	ork Stat		29	71
Web I (If you attach Alban	File your return at <i>www.tax.ny</i> u are not required to Web File ments to: NYS Sales Tax Pro y NY 12212-5172) g a private delivery service ra	.gov (see instruction, mail your return cessing, PO Box	ons). and 15172,		F	irst S		your p Bank	tate Sales ayment ar <u>31/17</u>		\$ C	dolla Dolla	- 11
	e, see Publication 55, <i>Designes</i> .						forget to 09, and		our sales ta	ix ID#,	Don't fo sign yo	orget to ur check	

## Need help?

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

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