

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

Tax period April 1, 2024 – April 30, 2024

Sales tax identification number	S M T W T F S	
Legal name (print ID number and legal name as it appears on the Certificate	5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25	
DBA (doing business as) name		26 27 28 29 30 31
New bornes of the st		Due date:
Number and street	Monday, May 20, 2024 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 req	uirement. See Form ST-809-	I, Instructions for Form ST-809.
No tax due? Enter your gross sales and services in box 1 of Step 1 below There is a \$50 penalty for late filing of a no-tax-du	r; enter <i>none</i> in boxes 2 and 3. Your return. See instructions.	ou must file by the due date even if no tax is due.
Has your address or If so, visit our website (see <i>Need help</i> business information changed? or mark an <i>X</i> in the box to the right an		ge my address option for further instructions, e. See instructions.
Step 1: Calculate tax due (complete Part 1 or Part	2, but not both)	
Part 1: Long method of calculating tax due (see instruction	ns)	
1 Gross sales and services (enter total amount to nearest dollar)		.00
Taxable sales and services (enter total amount to nearest dollar).		
3 Purchases subject to tax (enter total amount to nearest dollar)		
4 Sales and use tax	4	
5 Credit for prepaid sales tax	5	
6 Net tax due (subtract box 5 amount from box 4 amount)		6
7 Credits not identified (attachments required)	7	
8 Advance payments	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	•	11
12a Amount due (add box 10 amount to box 11 amount)	12a	
12b Amount paid (see instructions)		12b
Part 2: Short method of calculating tax due (see instruction	ns)	
1 Same quarter of previous year*	1	
2 Tax due (one-third of box 1 amount)	2	
3 Credit for prepaid sales tax	3	
4 Net tax due (subtract box 3 amount from box 2 amount)		4
5 Credits not identified (attachments required)	5	
6 Advance payments	6	
7 Add box 5 amount to box 6 amount		7
8 Sales and use tax due (subtract box 7 amount from box 4 amount		
9 Penalty and interest		
10a Amount due (add box 8 amount to box 9 amount)		
10b Amount paid (see instructions)		
100 7 module paid (000 modulono)		
*Include short method adjustment in box 1 (see Part 2, Box 1: Same qual	rter of previous year in instructions	s). For office use only
Locality Adjustment		



Page 2 of 2	ST-809 (4/24)	Sales tax identificat	ion number			C)225	Part-Qu	iarterly (Mon	thly
Step 2: Please be su	Sign and mail this real trace to keep a completed copy to	eturn (see inst for your records	Must be postmarked	by Mond a	ay, May 20, 2	024, to be co	onsidered	d filed on	time.	
	Do you want to allow anothe	r person to discu	ss this return with the Ta	x Dept?	see instruction	s) Yes [(comp	lete the fo	llowing) No	
Third – party	Designee's name	Designee's phone number ()			Personal identification number (PIN)					
designee	Designee's email address									
Authorize	Signature of authorized person			Official	title					
person	Email address of authorized per	son			Tele (ephone numbe)	r		Date	
Faiu	Firm's name (or yours if self-employed)				Firm's EIN		F	Preparer's	PTIN or SSN	
use	Signature of individual preparing this	return A	Address		(City		State	ZIP code	
only (see instr.)	Email address of individual preparing	this return	Telephone number		Preparer's NYT	PRIN	NYTPRI		Date	

For complete **mailing information**, see *Where to file your return and attachments* in the instructions.

Need help?

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

