

New York State and Local Sales and Use Tax Return

Part—Quarterly Filers March 1, 1991 - March 31, 1991

ST-809

M (3/91)

1091

Sales tax vendor identification number	Business telephone number ()
Legal name	
DBA	
Street	
City, state, ZIP code	

Change of Business Information

Check here if you have changed your business location and have not previously notified us. Enter your new address in the space next to your preprinted address. You must report this, or any other change (name, identification number, mailing address or owner/officer/responsible person information) on either DTF-95.1, found on ST-809 Instructions, or Form DTF-95, *Change of Business Information*. To request Form DTF-95, call 1 800 462-8100. From areas outside New York State, call (518) 438-1073.

Use labeled form and return envelope for filing your return.

Use this form to report only transactions for the period indicated above.

Type of business	Check here if you are reporting sales tax on this return for more than one business location. If you checked this box and do not have a C suffix on your identification number, attach a list of your locations. <input type="checkbox"/>
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Summary of Tax Due — Complete *Long* or *Short* section below, not both. (See instructions)

L O N G	Summary of Business Activities	A	B	C
		Gross sales and services (to nearest dollar)	Taxable sales and services (to nearest dollar)	Purchases subject to use tax (to nearest dollar)
	1a Sales and use taxes (see instructions)		1a	
	b Credit for prepaid sales tax (see instructions)		1b	
	c Net tax due (subtract line 1b from 1a)			1c
	2a Credits not identified (attachments required) (see instructions)		2a	
	b Advance payments (attach ST-330's)		2b	
	c Total of lines 2a and 2b			2c
	3 Sales and use taxes due (subtract line 2c from line 1c)			3
	4 Late filing charge (Penalty-see page 2 for penalty computation instructions) interest rate pursuant to section 1142 of the Tax Law			4
	5 Amount due including late filing charge (add line 3 and line 4)		Pay this amount	5

S H O R T	Summary of Business Activities	A	B	C
		Gross sales and services (to nearest dollar)	Taxable sales and services (to nearest dollar)	Purchases subject to use tax (to nearest dollar)
	1a Comparable quarter-prior year (see instructions)*		1a	
	b Tax due (1/3 of line 1a)		1b	
	c Credit for prepaid sales tax (see instructions)		1c	
	d Net tax due (subtract line 1c from line 1b)			1d
	2a Credits (attachments required)		2a	
	b Advance payments (attach ST-330's)		2b	
	c Total of lines 2a and 2b			2c
	3 Sales and use taxes due (subtract line 2c from line 1d)			3
	4 Late filing charge (Penalty-see page 2 for penalty computation instructions) interest rate pursuant to section 1142 of the Tax Law			4
	5 Amount due including late filing charge (add line 3 and line 4)		Pay this amount	5

- Attach check or money order payable to **New York State Sales Tax**.
- Include on the check or money order your identification number, form number **ST-809** and the period you are reporting.
- Mail in the enclosed envelope to the applicable P.O. Box on or before: **April 20, 1991**

For office use only

* Adjustments: Include on line 1a, "Short"	Signature of vendor	Telephone number
Locality	Title	Date
Adjustment \$	Signature of preparer (if other than vendor)	Telephone number
	Preparer's address	Date

Penalty Computation

- A. For failure to file a return on time, with **no tax due**, the penalty is \$50.00.
- B. For failure to file a return on time **with tax due**, the penalty is:
 - 1-60 days late**, 10% of the tax due for the first month plus 1% of the tax due for each month thereafter, but in no instance less than \$50.00
 - 61 or more days late**, the greatest of the following:
 - 10% of the tax due for the first month plus 1% of the tax due for each month thereafter, not to exceed 30%; or
 - the lesser of \$100.00 or 100% of the tax due, or
 - \$50.00

Return Addresses

If you are not participating in the New Jersey/New York or Connecticut/New York Reciprocal Tax Agreement and your place of business is located in the county of:	Mail return to:																																				
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New York County with ZIP Codes 10001-10019 Richmond	<p>P. O. Box 2058 Church Street Station New York, NY 10008-2058</p>																																				
Bronx Kings New York County with ZIP Codes 10020-10285 Queens Westchester	<p>G. P. O. Box 5464 New York, NY 10087-5464</p>																																				
Nassau Suffolk	<p>P. O. Box 1866 Hicksville, NY 11802-1866</p>																																				
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If you need help. . .

Phone

For forms or publications

From New York State, call toll free 1 800 462-8100.
From areas outside New York State, call (518) 438-1073.

For information

From New York State, call toll free 1 800 CALL TAX (1 800 225-5829).
From areas outside New York State, call (518) 438-8581.

Write:

If you need to write, address your letter to:

NYS Tax Department
Taxpayer Assistance Bureau
W. A. Harriman Campus
Albany, NY 12227

Telephone assistance is available from 8 a.m. to 5 p.m. Monday through Friday.