

TAX RETURN
SALES,USE,RENTAL

BALDWIN COUNTY
SALES & USE TAX DEPARTMENT
P.O. BOX 189
ROBERTSDALE, AL 36567
PH (251) 972-6836 - Fax (251)972-6836

OFFICE USE ONLY
BATCH _____
CK/CASH _____
AMOUNT _____
INITIALS _____

REPORTING PERIOD: _____
TAX LIABILITY _____

TAX ID. _____
TAXPAYER NAME _____
MAILING ADDRESS _____
CITY _____ **STATE** _____ **ZIPCODE** _____

Check here if this is a final tax return

To avoid penalties and interest you will need to complete all sections of the return your business is liable for or signed up for on your application. If any changes have occurred in this business's information or # of outlets, please contact our office for an updated application form.

	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
TYPE OF TAX	Gross Sales	Deductions: Details on back	Net Taxable (Column A-B)	Tax Due (C x Tax Rate)	*Discount - If timely filed and paid	* Penalty - If not timely filed	*Penalty – If not timely paid	Interest – See Instructions	Total Tax Due D-E, or D+F+G+H
SALES TAX:									
General 3%									
Grocery 3%									
Amusement 3%									
Vending 3%									
Automotive 1.25%									
Farm 1.25%									
Machine 1.25%									
SELLERS USE TAX:									
General 3%									
Grocery Tax 3%									
Amusement 3%									
Vending 3%									
Automotive 1.25%									
Farm 1.25%									
Machine 1.25%									
CONSUMER USE TAX:									
General 3%									
Amusement 3%									
Vending 3%									
Automotive 1.25%									
Farm 1.25%									
Machine 1.25%									
RENTAL TAX:									
General 4%									
Automotive 1.75%									

<p>* DISCOUNT APPLIES TO SALES TAX ONLY, and only when TOTAL taxes are paid on time. 5% discount on tax amount up to \$100.00; 2% on amount over \$100.00. Maximum allowed \$400.00.</p> <p>This return must be postmarked by the 20th of the month following the reporting period for which you are filing to be considered a timely return.</p> <p>By signing this report, I am certifying that this report, including any accompanying schedules or statements, has been examined by me and is to the best of my knowledge and belief, a true and complete report for the period stated above.</p> <p>Signature _____</p> <p>Title _____ Date _____</p> <p>Print Contact Name _____</p> <p>Contact Number _____</p>	<p>(1) TOTAL TAX DUE TOTAL OF COLUMN I</p>	
	<p>(2) NUMBER OF AUTO'S WITHDRAWN @ \$7.50 EACH _____</p>	
	<p>(3) CREDIT VOUCHER AMOUNT (DEDUCT FROM "TOTAL TAX DUE")</p>	
	<p>(4) TOTAL AMOUNT DUE & ENCLOSED</p>	

Instructions for Filing Baldwin County Tax Return

- Column A Enter gross sales (both cash/credit, nontaxable / taxable).
 - Column B Enter total deductions from standard deductions summary table below.
 - Column C Enter net taxable – Column A (Gross Receipts) less Column B (Total Deduction)
 - Column D Enter tax due **for each tax type** by multiplying tax rate by Column C (Net Taxable).
 - Column E Enter Discount 5% of first \$100 tax **DUE** or less, and 2% for any tax **DUE** over \$100, only allowable if timely filed AND paid. Sales tax maximum discount is \$400. NO DISCOUNT on Sellers Use, Consumer Use Tax or Rental Tax.
 - Column F LATE RETURNS ONLY Enter 10% of tax due or \$50, whichever is greater for the failure to timely file taxes.
 - Column G LATE RETURNS ONLY Enter 10% of tax due for the failure to timely pay taxes.
 - Column H LATE RETURNS ONLY Please see [Quarterly Interest Rates - Alabama Department of Revenue](#) for current interest rates.
- Current rate % ÷ 365 = daily rate x number of days late x tax = interest due

- (1) Total Tax Due - Add all amounts in Column I (Total Tax Due) minus Column E (Discount) or if tax return is not timely filed, add Column F and/or if not timely paid, add Column G plus 1% Interest, Column H for each month delinquent.
- (2) Number of Auto's Withdrawn – Enter number of auto's x \$7.50.
- (3) Credit Voucher – Enter any credit for which you have a letter of credit by Baldwin County.
- (4) Total Amount Due – Enter amount due.

Standard Deduction Summary Table

(Summary below must be completed to correspond with total deductions on front of the tax report)

Type of Tax	Wholesale Sales	Auto/Mach Trade-Ins	Labor/Non Taxable Service	Sales/Deliv. Outside Jurisdiction/ Rental	Sales to Gov't or Agencies	Sales of Gas or Lube Oils	Other Allowable Deductions	Total Deductions
SALES TAX:								
General 3%								
Amusement 3%								
Vending 3%								
Automotive 1.25%								
Farm 1.25%								
Machine 1.25%								
SELLERS USE TAX:								
General 3%								
Amusement 3%								
Vending 3%								
Automotive 1.25%								
Farm 1.25%								
Machine 1.25%								
CONSUMER USE TAX:								
General 3%								
Amusement 3%								
Vending 3%								
Automotive 1.25%								
Farm 1.25%								
Machine 1.25%								
RENTAL TAX:								
General 4%								
Automotive 1.75%								

INSTRUCTIONS & INFORMATION CONCERNING THE COMPLETION OF THIS REPORT

To avoid the application of penalty and/or interest amounts, this report must be filed on or before the 20th of the month following the period for which the report is submitted. **Cancellation postmark will determine timely filing.** A remittance for the total amount due made payable to the tax jurisdiction must be submitted with this report. Any credit for prior overpayment must be approved in advance by the taxing jurisdiction. This report must be remitted on a monthly basis unless you have requested and been approved for a different filing status.

If ANY information changes on your account, please contact our office for an updated application form.