

2007 SALES TAX RETURN

MO TAX I.D. NUMBER		DOR-2760 (11-2006)
BUSINESS LOCATION		
TAX PERIOD	DUE DATE	
<p>If you pay by check, you authorize the Department of Revenue to process the check electronically. Any check returned unpaid may be presented again electronically.</p>		
SIGNATURE	DATE	
<p>I have direct control, supervision, or responsibility for filing this return and payment of the tax due. Under penalties of perjury, I declare that this is a true, accurate, and complete return. I attest that I have no gross receipts to report for locations left blank.</p>		

1. Gross Receipts	\$
2. Adjustments (+ OR -)	\$
3. Taxable Sales	\$
4. Rate	%
5. Amount Due. If zero, STOP —see front cover for telefile of sales tax ..	\$
6. Timely Payment 2%	-\$
7. Total Tax Due	= \$
8. Interest for Late Payment	+ \$
9. Additions to Tax	+ \$
10. Approved Credit	- \$
11. Pay This Amount (U.S. Funds Only)	= \$
DOR USE ONLY	*
DOR USE ONLY	*

SALES TAX RETURN

If you report your sales tax on a cash basis (you report tax at the time payment is received) and you do not receive payment for a sale until after a rate change occurs, you will need to report this sale differently from your other sales.

This type of transaction is considered a “time sale”. To report time sales:

- 1) Fill out a separate return indicating on the return the filing period in which the sales were actually made.
- 2) Write “Time Sales” on the face of the return. (If “Time Sales” is not written on the return, there is a possibility that the return could be processed as a late filed additional return.)
- 3) Calculate the tax due using the rate that was in effect at the time of the sale and include that rate on the return.

Line 1: Gross Receipts — Enter gross receipts from all sales of tangible personal property and taxable services during the reporting period. If you had no receipts, enter zero. (See telefile information for easy filing of your zero sales tax return.)

Line 2: Adjustments — Add or subtract total qualifying adjustments for the location you are reporting. Indicate a plus or a minus sign for the adjustments. Refer to detailed instructions for adjustments authorized under the sales tax law. Instructions are updated annually and provided on our web site. Visit the department’s web site at: www.dor.mo.gov/tax/business/sales/forms/ to download detailed instructions.

Line 3: Taxable Sales — Enter taxable sales. Line 1 (Gross Receipts) plus (+) or minus (–) Line 2 (Adjustments) = Line 3 (Taxable Sales).

Line 4: Rate — The rate percentage indicated on this line represents the combined state, education, conservation, parks and soils, and any

applicable local sales tax rates. The Department of Revenue will notify you if there is a change in the tax rate. The department will also send you a new sales tax book containing returns with the updated sales tax rates for your location. Failure to be notified does not relieve you of the tax. Access www.dor.mo.gov/tax/business/sales/ for current tax rates.

Line 5: Amount of Tax Due — Line 3 (Taxable Sales) multiplied (x) by Line 4 (Rate) = Line 5 (Amount of Tax Due).

Line 6: Two Percent Timely Payment — If you file your return and payment on time, enter two percent of the amount shown on Line 5. If not filed or paid by the due date or if Line 5 is not greater than zero, leave blank or enter a zero.

Example: Line 5 is \$480
 $480 \times 2\% = \$9.60$
 \$9.60 is the timely payment allowance

Line 7: Total Tax Due — Line 5 (Amount of Tax Due) minus (–) Line 6 (Timely Payment) = Line 7 (Total Tax Due).

Line 8: Interest for Late Payment — If tax is not paid by the due date, multiply Line 7 by the daily interest rate shown in the chart below. Then multiply this amount by number of days late. See example on this page.

Note: Number of days late is counted from the due date to the post-mark date. For example, if the due date is March 20 and the post-mark date is April 10, the payment is 21 days late.

Example: If interest rate is 6 percent and Line 7 is \$480:

- (A) Divide the annual interest rate by 365* to get a daily rate.
 $(.06 / 365 = .0001644)$
- (B) Multiply Line 7 by the daily rate.
 $(\$480 \times .0001644 = .07891)$