

**RETURN ORIGINAL**

**BUSINESS and OCCUPATION TAX REPORT**

City of South Bend - Ordinance No. 1486 & Ordinance No. 1487

ACCOUNT NUMBER

Refer to reverse side of this Return for detailed instructions. Mail this Return (with remittance payable attached) to:  
The City Treasurer, PO Drawer 9, South Bend, Washington 98586 BEFORE due date shown below.

Be sure that Name, Address and Zip are Correct.

NAME  
ADDRESS  
CITY, STATE  
ZIP CODE

LOCATION

PERIOD

DATE DUE

COLUMN 1 BUSINESS CLASSIFICATION		COLUMN 2 GROSS AMOUNT		COLUMN 3 DEDUCTIONS (SHOW DETAIL BELOW)		COLUMN 4 TAXABLE AMOUNT		COLUMN 5 RATE	COLUMN 6 TAX DUE		OFFICE USE ONLY  RECEIPT NUMBER
Extracting	1										
Manufacturing	2										
Retailing	3										
Wholesaling	4										
Printing & Publishing	5										
Banks & Financial Institutions	6										
Service & Other Activities	7										
Utilities - Electricity, Telephone, TV Cable, Etc.	8										
Water Utility	9										
<b>LINE A - TOTAL TAX DUE THIS PERIOD:</b> If total of column 4 is equal to or less than Five Thousand Dollars (\$5000) for the current calendar quarter (\$20,000 for annual returns), then file this return, declare no tax due on the return, and submit the return to the Clerk. (The gross receipts and deduction amounts must still be entered even if no tax is due).										LINE A - Total of Column 6	
<b>LINE B - PENALTY:</b> If payment of any tax due on a return to be filed by a taxpayer is not received by the Clerk by the due date, the Clerk shall add a penalty equal to five (5) percent of the amount of the tax; and if the tax is not received on or before the last day of the month following the due date, the Clerk shall add a total penalty equal to fifteen (15) percent of the amount of the tax; and if the tax is not received on or before the last day of the second month following the due date, the Clerk shall add a total penalty equal to twenty-five (25) percent of the amount of the tax. No penalty assessed herein shall be less than Five Dollars (\$5.00).										LINE B - Penalties	
<b>LINE C - OVERPAYMENT</b>										LINE C - Overpayment	
<b>LINE D - TOTAL TAX AND PENALTY DUE - Remittance Attached.</b>										LINE D - Total Tax and Penalty (Remittance attached)	

**DETAIL OF COLUMN 3 / TAX DEDUCTIONS**

TYPE OF DEDUCTION	RETAILING	WHOLESALE	MANUFACTURING	EXTRACTING	SERVICE & OTHER ACTIVITIES
Bad Debts					
Cash and Trade Discounts					
Liquor, Beer, Wine, Gasoline - (Sales, Distribution, Manufacture)					
Other (Explain)					
<b>TOTAL DEDUCTIONS</b>					

The undersigned taxpayer declares that he has read the foregoing return and certifies it to be correct.

Fill in the following spaces if there has been a SALE OR TRANSFER of the business during this period. See reverse side of duplicate copy for details.

Business Discontinued \_\_\_\_\_ 20\_\_\_\_

Name of New Owner \_\_\_\_\_

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Firm Name \_\_\_\_\_

By \_\_\_\_\_

Office or Title \_\_\_\_\_

**THIS RETURN MUST BE FILED REGARDLESS OF THE AMOUNT OF TAX**