



June 2004

Retailing & Other Activities Return

06 04

Use Black Ink & Return Original Form

Tax Registration Number, Name, Business Name, Street Address, City, State, Zip

No Business Activity?

File by telephone: Call (800) 647-7706

Enter code 111 and follow these steps:

- 1) Enter your 9-digit tax registration number; 2) Verify the number entered; 3) Enter 3; 4) Respond to the prerecorded questions.

If you file by telephone, do not mail us your return.

or

If you have no business activity and did not file by telephone, check this box, sign and mail us your return.

Has Your Address Changed?

If so, check appropriate box below and note changes on address above.

- Business Location Change, Mailing Address Change

Business Closed?

Check this box and enter date closed. For additional information, call (800) 334-8969, and enter code 430.

Filing an Amended Return?

Check this box and attach amended return information.

Note: To change your address or close your business on our web site, go to http://dor.wa.gov then click on Contact Us.

I. State Business and Occupation (B&O) Tax

Insurance Agents; Insurance Brokers Commission [14]

Line 1: Gross Amount, Deductions, Taxable Amount, Rate, Tax Due

Manufacturing [07]

Line 2: Gross Amount, Deductions, Taxable Amount, Rate, Tax Due

Wholesaling [03]

Line 3: Gross Amount, Deductions, Taxable Amount, Rate, Tax Due

Service & Other Activities [04]

Line 4: Gross Amount, Deductions, Taxable Amount, Rate, Tax Due

Retailing [02]

Line 5: Gross Amount, Deductions, Taxable Amount, Rate, Tax Due

\* Deductions taken but not itemized on page 3 and 4 will be disallowed.

(Note: Also complete State and Local Retail Sales Tax on page 2. Gross amount for Retailing and Retail Sales Tax must be the same.)

Sales and Use Tax (See page 2.)

DUE DATE: July 20, 2004. 5% Penalty Assessed After July 20, 2004. 15% Penalty Assessed After August 31, 2004. 25% Penalty Assessed After September 30, 2004. If the due date falls on a weekend or legal holiday, the due date is extended to the next business day.

Mail Your Completed Return in the Envelope Provided to:

State of Washington, Department of Revenue, PO Box 34051, Seattle, WA 98124-1051

- Make check or money order payable to the Washington State Department of Revenue. Please write your tax registration number on your check. Do not mail cash or coins.

Signature, Phone Number, Date

VI. Totals

26. Total Tax Due from Section I, 27. Total Tax Due from Section II, III, & IV, 28. Total All Addendums, 29. Subtotal, 30. Total Credit from Section V, 31. Subtotal, 32. \* Add Penalty, if Applicable, 33. Total Amount Due

## II. State and Local Sales Tax

**State Retail Sales Tax [01]** (also complete *Local Retail Sales Tax* section below)

6.	Gross Amount	Deductions	Taxable Amount	Rate X .065	Tax Due
----	--------------	------------	----------------	-------------------	---------

**Local Retail Sales Tax [45]** (enter applicable tax rate)

▶ **Note:** If more than two locations attach *Local Retail Sales Tax Addendum*. To access the *Addendum*, go to our web site.

7.	Location Code	Taxable Amount	X	Local Rate	=	Tax Due City or County
8.	Location Code	Taxable Amount	X	Local Rate	=	Tax Due City or County
9.	Total Taxable Amount					Tax Due

\*\*This amount must be the same as State Retail Sales Taxable Amount, line 6.

## III. State and Local Use Tax

**State Use Tax/Deferred Sales Tax [05]** (also complete *Local Use Tax/Deferred Sales Tax* below)

10.	Gross Amount ***	***Value of articles used or consumed on which no Washington sales tax has been paid.	Rate X .065	=	Tax Due
-----	------------------	---	-------------------	---	---------

**Local Use Tax/Deferred Sales Tax [46]** (enter applicable tax rate)

▶ **If more than two locations attach Local Use Tax/Deferred Sales Tax Addendum**. To access the *Addendum*, go to our web site.

11.	Location Code	Value of Articles	X	Local Rate	=	Tax Due City or County
12.	Location Code	Value of Articles	X	Local Rate	=	Tax Due City or County
13.	Total Value of Articles ****					Tax Due

\*\*\*\* This amount must be the same as State Use Tax/Deferred Sales Tax Gross Amount, line 10.

## IV. Other Local Sales and Use Tax/Litter Tax

14. <b>Motor Vehicle Sales/Leases Tax [120]</b>	Taxable Amount	X	Rate .003	=	Tax Due
15. <b>Regional Transit Authority (RTA) Tax [89]</b>	Taxable Amount	X	Rate .004	=	Tax Due
16. <b>King County Food &amp; Beverage Tax [90]</b>	Taxable Amount	X	Rate .005	=	Tax Due
17. <b>Litter Tax [36]</b>	Taxable Amount	X	Rate .00015	=	Tax Due

18. **Total Tax Due from Sections II, III, & IV**  
(Transfer total to page 1, line 27.)

Tax Due
---------

**Want an easier way to file?**

Go to E-file (Electronic Filing) at <http://dor.wa.gov>. You can file your return quickly and easily or register for E-file. For assistance, call 1-877-345-3353.

**Need help? Unsure how to file?**

**For Internet Assistance** - Go to the Department of Revenue's web site at <http://dor.wa.gov>.

Click on **Forms** to access instructions for completing the Business & Occupation Activities Return, Local Sales and Use Tax Addendum, and other tax related forms.

**For Telephone Assistance**, or if this return does not include your reporting classifications, please call the Telephone Information Center at 1-800-647-7706.

**Applying for a Penalty Waiver?**

Check this box and attach waiver request.

For penalty waiver criteria information, go to <http://dor.wa.gov>, or you may call 1-800-334-8969 and enter code 429.

To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call (800) 451-7985.

## V. Credits

19. <b>Small Business B&amp;O Tax Credit</b> (See enclosed.)	[815]	Amount of Credit
20. <b>Manufacturing Software; Programming Rural Employment B&amp;O Credit</b>	[860]	Amount of Credit
21. <b>Help Desk Services B&amp;O Credit</b>	[865]	Amount of Credit
22. <b>Alternatives to Field Burning B&amp;O Credit</b>	[875]	Amount of Credit
23. <b>International Services Credit</b>	[855]	Amount of Credit
24. <b>Other Credits</b> (Examples: Multiple Activities, Bad Debt, High Technology) Attach appropriate documents.		Amount of Credit
25. <b>Total Credit</b> (Transfer total to page 1, line 30.)		Amount of Credit



**6. Retail Sales Tax**

	I.D.	Amount
Bad Debts	[0101]	<input type="text"/>
Cash & Trade Discounts	[0102]	<input type="text"/>
Interstate & Foreign Sales	[0104]	<input type="text"/>
Tax in Gross	[0114]	<input type="text"/>
Sales to U.S. Government	[0118]	<input type="text"/>
Motor Vehicle Fuel Sales	[0119]	<input type="text"/>
Prescription Drugs/Hearing Aids/Lenses/etc	[0121]	<input type="text"/>
Exempt Food Sales	[0122]	<input type="text"/>
Qualified Nonresident Sales	[0123]	<input type="text"/>
Trade-in Allowance	[0124]	<input type="text"/>
Newspapers	[0125]	<input type="text"/>
Certain Network Telephone Service	[0126]	<input type="text"/>
Sales to Indians with Delivery on the Reservation	[0128]	<input type="text"/>
Sales of Feed to Fish Farmers	[0129]	<input type="text"/>
Taxable Amount for Tax Paid at Source	[0130]	<input type="text"/>
Returns & Allowances	[0131]	<input type="text"/>
Sales to Nonprofit Organizations of Artistic/Cultural Art Objects for Displays	[0132]	<input type="text"/>
Ride-Sharing Vans	[0134]	<input type="text"/>
Purebred Livestock for Breeding	[0135]	<input type="text"/>
Tax Deferral/Investment Certificate No. _____	[0136]	<input type="text"/>
Sale of Manufacturing Machinery/Equipment; Install Labor	[0156]	<input type="text"/>
Direct Pay Permits	[0170]	<input type="text"/>
Other (Explain below): _____ _____	[0199]	<input type="text"/>
	<b>Total</b>	<input type="text"/>

► Not all deductions are allowable from both Retailing Business and Occupation Tax and Retail Sales Tax.

► Please include this Deduction Detail page with your return.

To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call 1-800-451-7985.