

► **Use Black Ink & Return Original Form**

Tax Registration Number

Name

Business Name

Street Address

City, State, Zip

**No Business Activity?**

**File by telephone:** Call 1-800-647-7706. At the greeting, enter code 111 to start the process. Enter your 9-digit tax registration number and follow the instructions given. **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 1-800-334-8969, 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]**

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
1. <input type="text"/>	- <input type="text"/>	= <input type="text"/>	X .00484	<input type="text"/>

**Manufacturing [07]**

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
2. <input type="text"/>	- <input type="text"/>	= <input type="text"/>	X .00484	<input type="text"/>

**Wholesaling [03]**

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
3. <input type="text"/>	- <input type="text"/>	= <input type="text"/>	X .00484	<input type="text"/>

**Service & Other Activities [04]**

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
4. <input type="text"/>	- <input type="text"/>	= <input type="text"/>	X .015	<input type="text"/>

**Retailing [02]**

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
5. <input type="text"/>	- <input type="text"/>	= <input type="text"/>	X .00471	<input type="text"/>

\* 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: May 20, 2005**

- \* 5% Penalty Assessed After May 20, 2005
- 15% Penalty Assessed After June 30, 2005
- 25% Penalty Assessed After August 1, 2005
- 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**

27. <b>Total Tax Due from Section I</b> (Tax due from lines 1-5)	<input type="text"/>
28. <b>Total Tax Due from Section II, III, &amp; IV</b> (Tax due from line 18)	<input type="text"/>
29. <b>Total All Addendums</b> (Examples: Lodging, Local Retail Sales/Use Tax, etc.)	<input type="text"/>
30. <b>Subtotal</b>	<input type="text"/>
31. <b>Total Credit from Section V</b> (Amount of credit from line 26)	<input type="text"/>
32. <b>Subtotal</b>	<input type="text"/>
33. * <b>Add Penalty, if Applicable</b> (Minimum \$5.00) _____ %	<input type="text"/>
34. <b>Total Amount Due</b>	<input type="text"/>

## II. State and Local Retail Sales Tax

State Retail Sales Tax [01] (Also complete Local Retail Sales Tax section below.)

6.	Gross Amount	Deductions	Taxable Amount	Rate	Tax Due
	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .065	<input type="text"/>
<hr/>					
Local Retail Sales Tax [45] (Enter applicable tax rate.)					
7.	Location Code	Taxable Amount	X	Local Rate	Tax Due City or County
	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
8.	Location Code	Taxable Amount	X	Local Rate	Tax Due City or County
	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
9.	Total Taxable Amount	Total Taxable Amount **			
	<input type="text"/>	<input type="text"/>	**This amount must be the same as State Retail Sales Taxable Amount, line 6.		

▶ Note: If more than two locations please report all information on the Local Retail Sales Tax Addendum. If you need an Addendum, go to our web site at <http://dor.wa.gov>.

## 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	Tax Due	
	<input type="text"/>		X .065 =	<input type="text"/>	
<hr/>					
Local Use Tax/Deferred Sales Tax [46] (Enter applicable tax rate.)					
11.	Location Code	Value of Articles	X	Local Rate	Tax Due City or County
	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
12.	Location Code	Value of Articles	X	Local Rate	Tax Due City or County
	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>
13.	Total Value of Articles	Total Value of Articles ****	**** This amount must be the same as State Use Tax/Deferred Sales Tax Gross Amount, line 10.		
	<input type="text"/>	<input type="text"/>			

▶ Note: If more than two locations please report all information on the Local Use Tax/Deferred Sales Tax Addendum. If you need an Addendum, go to our web site at <http://dor.wa.gov>.

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

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

18. Total Tax Due from Sections II, III, & IV  
(Transfer total to page 1, line 28.)

### Additional Information

Want an easier way to file?

Go to **Online Services** 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 Retailing & Other 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>, then **Doing Business** 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 1-800-451-7985.

## V. Credits

19. Small Business B&O Tax Credit (Go to <a href="http://dor.wa.gov">http://dor.wa.gov</a> .) [815]	Amount of Credit
	<input type="text"/>
20. High Technology Credit [830]	Amount of Credit
	<input type="text"/>
21. Manufacturing Software; Programming Rural Employment B&O Credit [860]	Amount of Credit
	<input type="text"/>
22. Help Desk Services B&O Credit [865]	Amount of Credit
	<input type="text"/>
23. Alternatives to Field Burning B&O Credit [875]	Amount of Credit
	<input type="text"/>
24. International Services Credit [855]	Amount of Credit
	<input type="text"/>
25. Other Credits (Examples: Multiple Activities, Bad Debt) Attach appropriate documents.	Amount of Credit
	<input type="text"/>
26. Total Credit (Transfer total to page 1, line 31.)	Amount of Credit
	<input type="text"/>



**6. State 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.