

► **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.**

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(es) 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 and a letter of explanation.

**Other Correspondence?**

**Note:** To change your address or close your business on our web site, go to [dor.wa.gov](http://dor.wa.gov).

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

	Gross Amount	Deductions*	Taxable Amount	Rate	Tax Due
1. Insurance Agents; Insurance Brokers Commission [14]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .00484	<input type="text"/>
2. Manufacturing [07]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .00484	<input type="text"/>
3. Wholesaling [03]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .00484	<input type="text"/>
4. Service & Other Activities and/or Gambling Contests of Chance (less than \$50,000 a year) [04]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .015	<input type="text"/>
5. Gambling Contests of Chance (\$50,000 a year or greater) [192]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .0163	<input type="text"/>
6. Retailing [02]	<input type="text"/>	<input type="text"/>	<input type="text"/>	X .00471	<input type="text"/>

\* Deductions taken but not itemized on pages 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 31, 2009**

- \* 5% Penalty Assessed After July 31, 2009
  - 15% Penalty Assessed After August 31, 2009
  - 25% Penalty Assessed After September 30, 2009
- 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.**
- Signature \_\_\_\_\_
- Print Name \_\_\_\_\_
- Phone Number ( ) \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

**VI. Totals**

27. Total Tax Due from Section I (Tax due from lines 1-6)	<input type="text"/>
28. Total Tax Due from Section II, III, & IV (Tax due from line 18)	<input type="text"/>
29. Total All Addendums (Examples: Lodging, Local Retail Sales/Use Tax, etc.)	<input type="text"/>
30. Subtotal (add lines 27-29)	<input type="text"/>
31. Total Credit from Section V (from page 2, line 26)	<input type="text"/>
32. Subtotal (subtract line 31 from line 30)	<input type="text"/>
33. * Add Penalty, if Applicable (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.)

<b>Gross Amount</b>	<b>Deductions*</b>	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
7. <input style="width: 100%;" type="text"/>	- <input style="width: 100%;" type="text"/>	= <input style="width: 100%;" type="text"/>	X .065	<input style="width: 100%;" type="text"/>

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

Local Retail Sales Tax [45] (Enter applicable tax rate.)

	<b>Location Code</b>	<b>Taxable Amount</b>		<b>Local Rate</b>		<b>Tax Due City or County</b>
8.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	X	<input style="width: 100%;" type="text"/>	=	<input style="width: 100%;" type="text"/>
9.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	X	<input style="width: 100%;" type="text"/>	=	<input style="width: 100%;" type="text"/>
10.	<b>Total Taxable Amount**</b>					
	<input style="width: 100%;" type="text"/>					

\*\* This amount must be the same as State Retail Sales Taxable Amount, line 7.

▶ 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 dor.wa.gov.

## III. State and Local Use Tax

State Use Tax/Deferred Sales Tax [05] (Also complete Local Use Tax/Deferred Sales Tax section below.)

<b>Gross Amount***</b>		<b>Rate</b>	<b>Tax Due</b>
11. <input style="width: 100%;" type="text"/>	*** Value of articles used or consumed on which no Washington sales tax has been paid.	X .065	= <input style="width: 100%;" type="text"/>

Local Use Tax/Deferred Sales Tax [46] (Enter applicable tax rate.)

	<b>Location Code</b>	<b>Value of Articles</b>		<b>Local Rate</b>		<b>Tax Due City or County</b>
12.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	X	<input style="width: 100%;" type="text"/>	=	<input style="width: 100%;" type="text"/>
13.	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	X	<input style="width: 100%;" type="text"/>	=	<input style="width: 100%;" type="text"/>
14.	<b>Total Value of Articles****</b>					
	<input style="width: 100%;" type="text"/>					

\*\*\*\* This amount must be the same as State Use Tax/Deferred Sales Tax Gross Amount, line 11.

▶ 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 dor.wa.gov.

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

15. Motor Vehicle Sales/Leases Tax [120]	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
	<input style="width: 100%;" type="text"/>	X .003	= <input style="width: 100%;" type="text"/>
16. King County Food & Beverage Tax [90]	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
	<input style="width: 100%;" type="text"/>	X .005	= <input style="width: 100%;" type="text"/>
17. Litter Tax [36]	<b>Taxable Amount</b>	<b>Rate</b>	<b>Tax Due</b>
	<input style="width: 100%;" type="text"/>	X .00015	= <input style="width: 100%;" type="text"/>

### Additional Information

#### Penalties and Interest

- Penalties:**
- Any unpaid tax (including partial payments) is subject to delinquent return penalty at the rate on the front of the return. (RCW 82.32.090)
  - A 5% assessment penalty may be assessed if the return is substantially underpaid. (RCW 82.32.090)

**Interest:** Interest will accrue from the first day of the month following the due date, until paid. (RCW 82.32.050)

#### Want an easier way to file?

Go to [dor.wa.gov](http://dor.wa.gov). Register for E-file and you can file your return quickly and easily. 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 [dor.wa.gov](http://dor.wa.gov).

Get 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 a waiver request.

For penalty waiver criteria information, go to [dor.wa.gov](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 1-800-451-7985.

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

## V. Credits

19. Small Business B&O Tax Credit (Go to <a href="http://dor.wa.gov">dor.wa.gov</a> .)	[815]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
20. Manufacturing Software; Programming Rural Employment B&O Credit	[860]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
21. Help Desk Services B&O Credit	[865]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
22. International Services Credit	[855]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
23. B&O Credit for Syrup Tax Paid	[945]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
24. Destination Sourcing Tax Credit	[602]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
25. Other Credits (Examples: Multiple Activities, Bad Debt) <i>Attach appropriate documents.</i>	[810]	<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>
26. Total Credit (Transfer total to page 1, line 31.)		<b>Amount of Credit</b>
		<input style="width: 100%;" type="text"/>



## 6. Retailing (B&O)

	I.D.	Amount
Bad Debts	[0201]	<input type="text"/>
Cash & Trade Discounts	[0202]	<input type="text"/>
Interstate & Foreign Sales	[0204]	<input type="text"/>
Motor Vehicle Fuel Tax	[0205]	<input type="text"/>
Advances Reimburse- ments; Rtns & Allowances	[0207]	<input type="text"/>
No Local Activity	[0208]	<input type="text"/>
Casual Sales; Accommodation Sales	[0213]	<input type="text"/>
Tax in Gross	[0214]	<input type="text"/>
Consignment Sales	[0215]	<input type="text"/>
Artistic/Cultural Activities	[0216]	<input type="text"/>
Presc. Drugs Sold by Pub. Oper/Nonprofit Hospitals	[0217]	<input type="text"/>
Other (Explain below):	[0299]	<input type="text"/>
		<input type="text"/>
Total		<input type="text"/>

▶ Note: Not all deductions are allowable from both Retailing and Retail Sales Tax.

▶ If you have deductions, 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

## 7. 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 Org 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"/>
Retail Sales Tax Exempt Purchases by Farmers	[0159]	<input type="text"/>
Direct Pay Permits	[0170]	<input type="text"/>
Retail Sales Tax Reported on SER	[0179]	<input type="text"/>
Other (Explain below):	[0199]	<input type="text"/>
		<input type="text"/>
Total		<input type="text"/>