



Matanuska-Susitna Borough

Sales & Excise Tax Office  
 350 E Dahlia Ave Palmer, AK 99645  
 907-861-8413

Talkeetna Service Area 36 Sales Tax

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Indicate for which quarter you are filing:

Zero File

<input type="checkbox"/>	Quarter 1 – January through March	Due on or before April 30	<input type="radio"/> zero
<input type="checkbox"/>	Quarter 2 – April through June	Due on or before July 30	<input type="radio"/> zero
<input type="checkbox"/>	Quarter 3 – July through September	Due on or before October 30	<input type="radio"/> zero
<input type="checkbox"/>	Quarter 4 – October through December	Due on or before January 30	<input type="radio"/> zero

1. Total Taxable Gross Sales: 1. \_\_\_\_\_
2. Exempt Sales: *List exempt sales on back of sheet.* 2. \_\_\_\_\_
3. Net Taxable Sales: 3. \_\_\_\_\_
4. Sales Tax Due: **3% of Line 3** 4. \_\_\_\_\_
5. Adjustments from previous quarter:
  - A. Credit: 5a. \_\_\_\_\_
  - B. Balance: 5b. \_\_\_\_\_
6. Total Sales Tax Due with Adjustments: 6. \_\_\_\_\_
7. Late File/Payment: *Late fees start the day after the due date*
  - A. Penalty: *5% per month, not to exceed 25%* 7a. \_\_\_\_\_
  - B. Interest: *Line 4 x .00041 x # of days late* 7b. \_\_\_\_\_
8. Total Sales Tax Due with Penalty and Interest: 8. \_\_\_\_\_

**I certify, under penalty of perjury, that this return has been examined by me, and to the best of my knowledge and belief is a true, correct, and complete tax return.**

Signature \_\_\_\_\_ Title \_\_\_\_\_

Printed \_\_\_\_\_ Date \_\_\_\_\_

### Sales Tax Exemption Log

DATE	NAME/ ORGANIZATION	GOVERNMENT	NON-PROFIT	WHOLESALE/ RESALE	EXEMPT SALES OVER \$1000.00	OTHER EXEMPTIONS

1. Total gross sales minus any sales tax and/or Bed Tax.
2. Any sales to exempt organizations or people.
3. Total gross sales minus exempt sales.
4. Multiply Line 3 by 3% to find your tax due.
5. Any credits or balances owing would be reported here.
6. Total of Line 4 and Line 5.
7. Anything filed/paid after the due date is subject to late fees. There is a 5% penalty assessed on the first day late and then every month after until the maximum penalty of 25% is reached or payment is made. Interest is calculated on a daily basis. Multiply .00041 by Line 4 and then multiply that number by the number of days late.
8. Total amount due with all adjustments made.

**General Information:**

All tax returns must be completely filled out and returned by the due date.

All exemptions must be listed on the log to be accepted.

Postmark will be honored as on time only for official due dates.

If you need assistance in completing this form, please contact the Sales & Excise Tax Office at 907-861-8413 or by email at [ally.egbert@matsugov.us](mailto:ally.egbert@matsugov.us)