

FINANCE DEPARTMENT

PO Box 531, Wrangell, AK, 99929 | +1 (907) 874-2381
205 Brueger Street, Wrangell, AK, 99929



QUARTERLY SALES TAX RETURN

[WMC 5.08.005 - 5.08.170](#)

OFFICIAL USE ONLY	RECEIVED BY 	DATE RECEIVED 	PAYMENT CREDIT CARD ☐	CHECK ☐ CASH ☐
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QUARTER ENDING MARCH 31 ☐ JUNE 30 ☐ SEPTEMBER 30 ☐ DECEMBER 31 ☐ YEAR

The tax imposed under [Wrangell Municipal Code 5.08.090](#) shall be payable at the end of each quarter and due no later than one month after this date (see above for dates). You must file a tax return for each quarter, even if no sales or services were performed. Payments, including those received in the City Hall drop box, must be received by 5:00 pm on these due dates, **April 30, July 31, October 31, and January 31**. Payments postmarked on the due date will be accepted as paid on time.

SECTION I.

FULL NAME 	EMAIL ADDRESS 	PHONE NUMBER
DBA 		
PHYSICAL ADDRESS 	CUSTOMER NUMBER 	

SECTION II. GROSS REVENUE ONLY

* Please do not include sales tax collected in gross.

1. SALES	AMOUNT
2. SERVICES RENDERED (INCLUDING MATERIALS)	
3. RENTALS	
4. ALL OTHER SOURCES	
5. TOTAL REVENUES (SUM OF LINES 1 THROUGH 4)	

SECTION III. EXEMPTIONS

* See [Wrangell Municipal Code 5.08.050](#) for overview of exception from tax.

6. AMOUNTS OF SINGLE PURCHASE SALES EXCEEDING \$5,000	AMOUNT
* Invoices for sales of services shall be computed monthly or less for tax purposes.	
7. SALES TO U.S. GOVERNMENT, STATE OF AK, OR MUNICIPAL GOVERNMENT ..	

CITY & BOROUGH OF WRANGELL

QUARTERLY SALES TAX RETURN

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SECTION III. EXEMPTIONS (Continued)

* See [Wrangell Municipal Code 5.08.050](#) for overview of exception from tax.

	AMOUNT
8. SALES TO RETAILERS FOR RESALE, OR LICENSED CONTRACTOR FOR USE IN CONSTRUCTION	
9. SALES ON TAX FREE DAY(S)	
10. OTHER EXEMPTION(S) - SPECIFY WHICH:	
11. TOTAL EXEMPTIONS (SUM OF LINES 6 THROUGH 11)	
12. NET TAXABLE REVENUE (LINE 5 MINUS LINE 11)	
13. 7% TAX DUE (LINE 12 MULTIPLIED BY 0.07)	

All penalties and interest are applied uniformly and without waivers or exceptions, regardless of the tax amount due, unless approved by the Borough Assembly to be waived based upon demonstration of a medical reason that prevented the timely filing.

SECTION IV.

I understand that in the event a return is not made, or the appropriate tax not paid within one month following the reporting quarter, a penalty of five percent of such tax as is unpaid shall be added to such tax for the first month of delinquency or any fraction thereof. Interest on all outstanding or delinquent sales tax balances shall accrue monthly at a rate of one percent as of the initial date of delinquency as described under [Wrangell Municipal Code 5.08.100](#).

I declare that the information in this document and on any attachments is true and correct to the best of my knowledge.

IS THIS BUSINESS CLOSED/CLOSING SOON? YES ☐ NO ☐

SIGNATURE OF OWNER, AGENT, OR FIRM MEMBER

DATE

INSPECTION SHEET

OFFICIAL USE ONLY

SALES TAX PAID? YES ☐ NO ☐

LATE PENALTIES ISSUED? YES ☐ NO ☐

OUTSTANDING OR DELINQUENCY BALANCE? YES ☐ NO ☐

TOTAL TAX DUE (WITH PENALTIES)

OUTSTANDING OR DELINQUENCY BALANCE

AUTHORIZED SIGNATURE

DATE