



New York State and Local Quarterly Sales and Use Tax Return for Part-Quarterly (Monthly) Filers

Table with columns for June, July, August and rows for Tax period and dates (June 1, 2012 - August 31, 2012)

September 2012 calendar grid showing days of the week and dates, with the 20th highlighted.

0613

20 Due date: Thursday, September 20, 2012

You will be responsible for penalty and interest if your return and any payment due is not electronically filed or postmarked by this date.

Form fields for Sales tax identification number, Legal name, DBA, Number and street, City, state, ZIP code

Mandate to use Sales Tax Web File — Most filers fall under this requirement; see Form ST-810-I.

No tax due? Final return? Has your address or business information changed? (with instructions and checkboxes)

Step 1 of 9 Gross sales and services (with input field for sales amount and tax amount)

Step 2 of 9 Do I need to file any additional schedules? Need to obtain schedules? (with instructions)

- List of schedules: A, B, FR, H, N, P, T, W with descriptions for each.

Refer to Form ST-810-I, Instructions for Form ST-810, if you have questions or need help. Please be sure to keep a completed copy of your return for your records.

For office use only

Proceed to Step 3, page 2

<b>Step 3 of 9 Calculate sales and use taxes</b>		Column C Taxable sales and services	+	Column D Purchases subject to tax <i>(see 9 in instructions)</i>	×	Column E Tax rate =	=	Column F Sales and use tax <i>(C + D) × E</i>
Refer to Form ST-810-I, <i>Instructions for Form ST-810</i> , if you have questions or need help.								
Enter total from Form ST-810.10, page 4, step 6, box 18 in box 2 (if any) ...							<b>2</b>	
Enter the sum of any totals from Schedules A, B, H, N, T and W (if any) ...		<b>3</b>	.00	<b>4</b>	.00		<b>5</b>	
Column A Taxing jurisdiction	Column B Jurisdiction code							
New York State only	NE 0021	.00		.00		4%		
Albany County	AL 0181	.00		.00		8%		
Allegany County	AL 0221	.00		.00		8½%		
Broome County	BR 0321	.00		.00		8%		
Cattaraugus County (outside the following)	CA 0481	.00		.00		8%		
Olean (city)	OL 0441	.00		.00		8%		
Salamanca (city)	SA 0431	.00		.00		8%		
Cayuga County (outside the following)	CA 0511	.00		.00		8%		
Auburn (city)	AU 0561	.00		.00		8%		
Chautauqua County	CH 0651	.00		.00		7½%		
Chemung County	CH 0711	.00		.00		8%		
Chenango County (outside the following)	CH 0861	.00		.00		8%		
Norwich (city)	NO 0831	.00		.00		8%		
Clinton County	CL 0921	.00		.00		8%		
Columbia County	CO 1021	.00		.00		8%		
Cortland County	CO 1131	.00		.00		8%		
Delaware County	DE 1221	.00		.00		8%		
Dutchess County	DU 1311	.00		.00		8⅛%*		
Erie County	ER 1451	.00		.00		8¾%		
Essex County	ES 1521	.00		.00		7¾%		
Franklin County	FR 1621	.00		.00		8%		
Fulton County (outside the following)	FU 1791	.00		.00		8%		
Gloversville (city)	GL 1741	.00		.00		8%		
Johnstown (city)	JO 1751	.00		.00		8%		
Genesee County	GE 1811	.00		.00		8%		
Greene County	GR 1911	.00		.00		8%		
Hamilton County	HA 2011	.00		.00		7%		
Herkimer County	HE 2121	.00		.00		8¼%		
Jefferson County	JE 2221	.00		.00		7¾%		
Lewis County	LE 2321	.00		.00		7¾%		
Livingston County	LI 2411	.00		.00		8%		
Madison County (outside the following)	MA 2511	.00		.00		8%		
Oneida (city)	ON 2541	.00		.00		8%		
Monroe County	MO 2611	.00		.00		8%		
Montgomery County	MO 2781	.00		.00		8%		
Nassau County	NA 2811	.00		.00		8⅝%*		
Niagara County	NI 2911	.00		.00		8%		
Oneida County (outside the following)	ON 3010	.00		.00		8¾%		
Rome (city)	RO 3015	.00		.00		8¾%		
Utica (city)	UT 3018	.00		.00		8¾%		
Onondaga County	ON 3121	.00		.00		8%		
Ontario County	ON 3211	.00		.00		7½%		
Orange County	OR 3321	.00		.00		8⅛%*		
Orleans County	OR 3481	.00		.00		8%		
Oswego County (outside the following)	OS 3501	.00		.00		8%		
Oswego (city)	OS 3561	.00		.00		8%		
Otsego County	OT 3621	.00		.00		8%		
<b>Column subtotals; also enter on page 3, boxes 9, 10, and 11:</b>		<b>6</b>	.00	<b>7</b>	.00		<b>8</b>	

Column A Taxing jurisdiction	Column B Jurisdiction code	Column C Taxable sales and services	+	Column D Purchases subject to tax <i>(see 9 in instructions)</i>	×	Column E Tax rate =	=	Column F Sales and use tax $(C + D) \times E$
Putnam County	PU 3731	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
Rensselaer County	RE 3881	.00		.00		8%		
Rockland County	RO 3921	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
St. Lawrence County	ST 4091	.00		.00		7%		
Saratoga County (outside the following)	SA 4111	.00		.00		7%		
Saratoga Springs (city)	SA 4131	.00		.00		7%		
Schenectady County	SC 4241	.00		.00		8%		
Schoharie County	SC 4321	.00		.00		8%		
Schuyler County	SC 4411	.00		.00		8%		
Seneca County	SE 4511	.00		.00		8%		
Steuben County (outside the following)	ST 4691	.00		.00		8%		
Corning (city)	CO 4611	.00		.00		8%		
Hornell (city)	HO 4641	.00		.00		8%		
Suffolk County	SU 4711	.00		.00		8 <sup>5</sup> / <sub>8</sub> %*		
Sullivan County	SU 4821	.00		.00		8%		
Tioga County	TI 4921	.00		.00		8%		
Tompkins County (outside the following)	TO 5081	.00		.00		8%		
Ithaca (city)	IT 5021	.00		.00		8%		
Ulster County	UL 5111	.00		.00		8%		
Warren County (outside the following)	WA 5281	.00		.00		7%		
Glens Falls (city)	GL 5211	.00		.00		7%		
Washington County	WA 5311	.00		.00		7%		
Wayne County	WA 5421	.00		.00		8%		
Westchester County (outside the following)	WE 5581	.00		.00		7 <sup>3</sup> / <sub>8</sub> %*		
Mount Vernon (city)	MO 5521	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
New Rochelle (city)	NE 6861	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
White Plains (city)	WH 6513	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
Yonkers (city)	YO 6511	.00		.00		8 <sup>3</sup> / <sub>8</sub> %*		
Wyoming County	WY 5621	.00		.00		8%		
Yates County	YA 5721	.00		.00		8%		
New York City/State combined tax <small>(New York City includes counties of Bronx, Kings (Brooklyn), New York (Manhattan), Queens, and Richmond (Staten Island))</small>	NE 8081	.00		.00		8 <sup>7</sup> / <sub>8</sub> %*		
New York State/MCTD	NE 8061	.00		.00		4 <sup>3</sup> / <sub>8</sub> %*		
New York City - local tax only	NE 8091	.00		.00		4 <sup>1</sup> / <sub>2</sub> %		
		.00		.00				
		.00		.00				
<b>Column subtotals from page 2, boxes 6, 7, and 8:</b>	<b>9</b>	.00		<b>10</b>	.00			<b>11</b>
	<b>12</b>			<b>13</b>				<b>14</b>
<b>Column totals:</b>		.00		.00				

**Credit summary** — Enter the **total** amount of credits claimed in Step 3 above, and on any attached schedules (see 12 c).

Step 4 of 9 Calculate special taxes	Internal code	Column G Taxable receipts	×	Column H Tax rate =	=	Column J Special taxes due $(G \times H)$
Passenger car rentals (outside the MCTD)	PA 0012	.00		6%		
Passenger car rentals (within the MCTD)	PA 0030	.00		11%		
Information & entertainment services furnished via telephony and telegraphy	IN 7009	.00		5%		
<b>Total special taxes:</b>						<b>15</b>

Step 5 of 9 Calculate tax credits and advance payments	Internal code	Column K Credit amount
Credit for prepaid sales tax on cigarettes	CR C8888	
Credits against sales or use tax (see 16 in instructions)	C	
Advance payments (including ST-809 and PrompTax payments) (see 17 in instructions)	A	
<b>Total tax credits and advance payments:</b>		<b>16</b>

\*4<sup>3</sup>/<sub>8</sub>% = 0.04375;    8<sup>3</sup>/<sub>8</sub>% = 0.08375;  
 7<sup>3</sup>/<sub>8</sub>% = 0.07375;    8<sup>5</sup>/<sub>8</sub>% = 0.08625;  
 8<sup>1</sup>/<sub>8</sub>% = 0.08125;    8<sup>7</sup>/<sub>8</sub>% = 0.08875

Proceed to Step 6, ▶  
page 4

Sales tax identification number

<b>Step 6 of 9 Calculate taxes due</b>	Add <i>Sales and use tax</i> column total (box 14) to <i>Total special taxes</i> (box 15) and subtract <i>Total tax credits and advance payments</i> (box 16).	<b>Taxes due</b>
Box 14 amount \$ _____ + Box 15 amount \$ _____ - Box 16 amount \$ _____ =		17
<b>Step 7 of 9 Pay penalty and interest if you are filing late</b>	Penalty and interest are calculated on the amount in box 17, <i>Taxes due</i> . See 20 in the instructions.	<b>Penalty and interest</b>
		18
<b>Step 8 of 9 Calculate total amount due</b>	Make check or money order payable to <b>New York State Sales Tax</b> . Write on your check your sales tax ID#, <b>ST-810</b> , and <b>8/31/12</b> .	<b>Total amount due</b>
<b>Final calculation: Paying penalty and interest? Add box 18 to box 17.</b>		

**Step 9 of 9 Sign and mail this return** Must be postmarked by **Thursday, September 20, 2012**, to be considered filed on time. *Please be sure to keep a completed copy for your records.* See below for complete mailing information.

<b>Third – party designee</b>	Do you want to allow another person to discuss this return with the Tax Dept? (see instructions) Yes <input type="checkbox"/> (complete the following) No <input type="checkbox"/>		
	Designee's name	Designee's phone number ( )	Personal identification number (PIN) <input type="text"/>
	Designee's e-mail address		

Printed name of taxpayer \_\_\_\_\_ Title \_\_\_\_\_

Taxpayer's e-mail address \_\_\_\_\_

Signature of taxpayer \_\_\_\_\_ Date \_\_\_\_ - \_\_\_\_ Daytime telephone ( ) \_\_\_\_\_

Printed name of preparer's firm (or yours if self-employed) \_\_\_\_\_ Firm's employer identification number\* \_\_\_\_\_

Preparer's address \_\_\_\_\_ Preparer's PTIN\* \_\_\_\_\_

Preparer's e-mail address \_\_\_\_\_ Preparer's NYTPRN\* \_\_\_\_\_

Signature of preparer, if other than taxpayer \_\_\_\_\_ Daytime telephone ( ) \_\_\_\_\_

\*See 23 in instructions

**Where to file your return and attachments**

**Web File** your return at [www.tax.ny.gov](http://www.tax.ny.gov) (see instructions).

(If you are not required to Web File, mail your return and attachments to: NYS Sales Tax Processing, PO Box 15168, Albany NY 12212-5168)

If using a private delivery service rather than the U.S. Postal Service, see 23 in instructions.

If you are not able to Web File and are enrolled in the **PromptTax** program address envelope to: NYS Sales Tax Processing, Prompt Tax-Sales Tax, P.O. Box 15172, Albany, NY 12212-5172.

Make check payable to **New York State Sales Tax**.

David Sample 100 Elm Street Albany, NY 12203	2971 DATE <b>September 10, 2012</b>
PAY TO THE ORDER OF <b>New York State Sales Tax</b> \$ <u>  X.XXX.XX  </u>	
(your payment amount) DOLLARS	
<b>First State Bank</b>	
00-0000000 ST-810 8/31/12	<i>David Sample</i>

↑ Don't forget to write your sales tax ID#, ST-810, and 8/31/12. ↑ Don't forget to sign your check

**Need help?**  
See Form ST-810-I, *Instructions for Form ST-810*, page 4.