



CITY OF ADAK, ALASKA

P.O. BOX 2011 - ADAK, ALASKA 99546-2011

Phone: (907) 592-4500 - Fax: (907) 592-4262

www.adak-ak.gov

accounting@adak-ak.gov

SALES TAX RETURN

NOTICE: The Adak Municipal Code §4.06 details the application, exemptions, collections and remittance of sales tax. This report is invalid unless completed in detail. The report must be filed even if no receipts for the month. Information provided on this form is confidential subject to AMC §4.06.90. This tax return may be delivered, mailed, faxed or emailed to the address above. Sellers with remote sales only may need to file tax returns with the Alaska Remote Seller Sales Tax Commission.

ALL RETURNS MUST BE FILED - INCLUDING NO SALES

☐ No sales for the month ☐ Final Tax Return -----> Date Closed/Sold: _____

City Tax ID #:		For Calendar Month/Year:
Business Name:		
Address:		

1. DETERMINATION OF GROSS RECEIPTS/REVENUE:

- A. Sales
- B. Rentals
- C. Services

A.	
B.	
C.	

TOTAL GROSS RECEIPTS/REVENUE (Add lines A thru C):

1.

2. DETERMINATION OF EXEMPT SALES

- A. Government Agencies
- B. Sales Occuring Outside City Limits
- C. Other

A.	
B.	
C.	

TOTAL EXEMPT SALES (Add lines A thru C):

2.

3. SALES SUBJECT TO SALES TAX (Subtract line 2 from line 1):

3.

4. SALES TAX AT 4% (Multiply line 3 by .04):

4.

5. LATE RETURN FILING FEE (if applicable \$25/Month):

5.

6. PENALTY FOR LATE/NON-PAYMENT OF TAX (if applicable 5%/month, max 20%):

6.

7. INTEREST FOR LATE/NON-PAYMENT OF TAX (if applicable 15% per annum):

7.

8. TOTAL DUE (Add lines 4 through 7):

8.

Monthly sales tax returns must be filed by the last business day of the month following the calendar month in which taxes were collected. A late filing fee of \$25 per month shall be added to all late-filed tax reports in addition to interest and penalties. The date of actual receipt not the postmark shall determine the date of filing returns.

A penalty equal to five percent of the delinquent tax shall be added to the tax for the first month or fraction thereof, until a total of 20% of delinquent tax has been reached. In addition to the above penalty, interest shall accrue at the rate of fifteen percent per annum on the delinquent tax from the date of delinquency. Fees, penalty and interest incorrectly calculated will be invoiced for the difference and is immediately due and payable.

I CERTIFY UNDER PENALTY OF PERJURY THAT THIS RETURN (INCLUDING ANY ACCOMPANYING STATEMENTS) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE RETURN.

SIGNATURE _____

DATE _____

PRINTED NAME & TITLE _____



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SCHEDULE A - EXEMPTIONS

City Tax ID #:		For Calendar Month/Year:
Business Name:		

A. GOVERNMENT/EXEMPT AGENCIES

Date	Government Agency Name	Agency Type	Amount

Total Government Agency Sales:

B. SALES OCCURRING OUTSIDE CITY LIMITS

Date	Name	Description of Sale	Amount

Total Sales Occuring Outside City Limits:

C. ALL OTHER SALES CLAIMED EXEMPT (MUST HAVE CITY ISSUED CERTIFICATE - NO EXCEPTIONS)

Date	Name	Certificate No.	Amount

Total Other Sales Claimed Exempt: