



CITY OF SISTERS MOTOR FUEL LICENSE TAX REPORT

Payment is due by the 25th of each month for the prior month's collections.

In accordance with Municipal Ordinance No. 388, if payment is made after the 25th, add 1% penalty.

If payment is made after the end of the last business day of the month, add 1% penalty plus 10% penalty.

Reporting Month & Year: _____ **Business License#** _____

Name of Reporting Station: _____

Location (Address): _____

If you have a computer printout that contains this information, it may be substituted for the form by attaching it to the form and mailing it in. Please include calculations for payment.

Pump#	Gas	Diesel	Beginning Reading	Ending Reading	Total Gallons Sold
				TOTAL GALLONS:	

CALCULATION:

- 1. TOTAL GALLONS _____
- 2. LESS: Gallons exempt from tax _____
- 3. TOTAL TAXABLE GALLONS _____
- 4. Fuel Tax (Line 1 x \$.03) _____
- a. DEDUCT - Collection Administrative Charge (5% of Line 4) _____
- 5. TOTAL TAX DUE (Line 4 - 4a)..... **0.00** _____

PENALTIES AND INTEREST:

- 6. Penalty on total tax due at 1% (If received after the 25th)..... _____
- 7. Penalty on total tax due at 10% (If not received by end of last business day of the month)..... _____

TOTAL TAX, PENALTY AND INTEREST (Line 5+6+7)-----> \$ _____

please complete information on the back of this page



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CERTIFICATE - I hereby certify that this report, including the accompanying schedules and statements, is a full, true and complete report of the number of gallons of motor vehicle fuel sold, used and/or distributed within the City of Sisters, Oregon during the month above stated by.

Dealer is subject to a random audit by the City of Sisters

NAME OF PERMITTED DEALER

NAME OF TAX REPORT PREPARER

DATE : _____

NAME OF AUTHORIZED AGENT(Print)

SIGNATURE OF AUTHORIZED AGENT

NOTE: THIS REPORT MUST BE SIGNED BY A PRINCIPAL OFFICER OR BY AN AUTHORIZED AGENT WHEN MADE BY A CORPORATION AND BY THE MANAGING AGENT OR OWNER WHEN MADE BY A FIRM OR ASSOCIATION. AN INDIVIDUAL IS REQUIRED TO SIGN HIS OR HER REPORT.