REPORT FOR: QUARTER _____ YEAR: _____

ACCOUNT_____

COMBINED CITY AND BOROUGH
SALES TAX REPORT
KETCHIKAN GATEWAY BOROUGH

1900 FIRST AVENUE, SUITE 118
KETCHIKAN, ALASKA 99901
PHONE (907) 228-6609
FAX (907) 228-6698
http://www.kgbak.us

IF CHANGE OF OWNER, FIRM NAME OR ADDRESS:
Name: _____
Address: _____
City: _____ State Zip _____

IF THIS IS A FINAL RETURN:
Date Business discontinued: _____
Reason: _____
Location of Records: _____

	A Non-taxable Sales Outside City & Borough	B Borough Outside Cities	C Inside City of Saxman	D Inside City of Ketchikan	E Total Sales A+B+C+D
1. Gross receipts (not including tax)					0.00
# of Apartments(s) rented ____/ $_____ per month (*)					0.00
2. Less returns and allowances		0.00	0.00	0.00	0.00
3. Gross receipts (not including tax)					0.00
4. Deduction: A) Sales to government agencies (*)					0.00
B) Single unit sales over $1,000 (*)					0.00
C) Senior citizen exemptions (*)					0.00
D) Non-profit organizations exemption (*)					0.00
E) Sales for resale (wholesale sales) (*)					0.00
F) Other claimed exemptions (*)					0.00
5. Total exemptions claimed		0.00	0.00	0.00	0.00
6. Net taxable receipts (line 3 less line 5)		0.00	0.00	0.00	0.00
Apply these percentages to obtain tax due		0.025	0.065	0.065	
7. Total tax due on net taxable receipts		0.00	0.00	0.00	$ 0.00
8. Combined tax due cities of Ketchikan, Saxman, and Ketchikan Gateway Borough (add lines 7B, 7C, 7D)				**Total tax due:**	$ 0.00

*** ATTACH EXPLANATION IF DEDUCTION IS TAKEN**

Full payment must accompany this report

NOTE: Quarterly and monthly returns may be accepted based upon a timely postmark only if the return receives a United States Postal Service cancellation on or before the due date.(1) Unless required to file monthly under KGBC 4.50.080(b) or subsection (c) of this section, the tax levied by this title is due and payable at the expiration of each quarter of each calendar year. The completed executed return, together with remittance in full for the amount of the tax due, shall be transmitted to and received by a borough employee working in the finance department on or before 5:00 p.m., local time, on the last day of the month succeeding the end of each said quarter. If the last day of the month succeeding the end of a quarter is a Saturday, Sunday or borough holiday, the completed executed return and amount of the tax due shall be transmitted and received by 5:00 p.m. local time on the next business day.

9. Penalty: 1% of tax due the first 7 workings days delinquent, 15% thereafter, plus 5% per month until 25% has accrued.	0%	0.00
10. Interest: 12% per annum from date of delinquency until paid (of line 8) - 1% per month	0%	0.00
11. Total amount remitted herewith		$ 0.00

Note to Borough staff:
☐ **This is a seasonal business. Please file no activity returns on our behalf for the following quarters: _____ _____**
understand that I must file amended returns if sales occur during the quarters listed.

I declare, subject to the penalties prescribed in the ordinances of the Cities of Ketchikan and Saxman, and the Ketchikan Gateway Borough, that this return, (including any accompanying statement) has been by me, and to the best of my knowledge and belief, is a true, correct and complete return. In accordance with KGB Code 5.120.050 any misuse of Sale Tax will be cited.

By/Title _____ Contact No. _____ Date _____

File with No Activity **Print / Pay Later**

Pay with Credit Card

RECORD OF SALES TAX EXEMPTIONS

Business Name

Date Completed

			Total Amount of Sale					
Transaction Date	Exemption Card #		Sen Citizen Sales	Gov Sales	Non-Profit Sales	Resale Sales	Out of Town Sales	Single Unit Sales
			0.00	0.00	0.00	0.00	0.00	0.00