



New York State and Local Annual Sales and Use Tax Return

\*\*\*\*\*TAXPAYER WORKING COPY/DO NOT FILE\*\*\*\*\*

Tax period March 1, 2017 - February 28, 2018 Due: Tuesday, March 20, 2018

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-101-I, Instructions for Form ST-101.

A18

Has your address or business information changed?

Mark an X in the box if the address listed is new or has changed.

No tax due? - If you have no taxable sales, taxable purchases, or credits to report for this period, complete Step 1 below; enter none in boxes 12, 13, and 14, and complete Step 9.

ID number

Income reporting information

If a different entity files the corporation tax, partnership, or personal income tax return to report income from this business, enter that entity's federal employer identification number (EIN) or social security number (SSN). Leave this field blank if the same entity files this sales tax return and reports the income from the business or if you aren't required to file income tax returns (for example, NYS governmental entities).

Is this your final return? - If you sell or discontinue your business, or change the form of your business, you are required to file a final return with the applicable information completed in Step 2 below. You must file your final return within 20 days of the last day of business or change in status. The return should include the tax due from business operations to the last day of business, as well as any tax collected on assets that you sell. Mark an X in the box if this is your final return.

Are you claiming any credits in Step 3 on this return or any schedules? (Mark an X in the box.)

If Yes, enter the total amounts of credits claimed and complete Form ST-101-ATT (see Are you claiming any credits in instructions)

Step 1 Return summary (see instructions)

Enter the information requested from your return in lines 1, 1a, and 1b.

Table with 2 columns: Description (1 Gross sales and services, 1a Nontaxable sales, 1b Gross credit card and debit card deposits) and Amount (\$315.00, .00, .00)

Step 2 Final return information (see instructions)

A Business sold or discontinued

Mark an X in the appropriate box if your business has been sold or discontinued.

Sold, Insolvent, Owner deceased, Dissolved, Other

Note: If you intend to sell your business or any of your business assets, including tangible, intangible, or real property, other than in the ordinary course of business, you must give each prospective purchaser a copy of Form TP-153, Notice to Prospective Purchasers of a Business or Business Assets. You must also provide us with the following information:

Table for sale information: Last day of business, Date of sale, Sale price, In whole, In part, Name and address of purchaser, Name and address of business, Location of property

Was sales tax collected on any taxable items (furniture, fixtures, etc.) included in the sale? Yes No

B Business form changed (sole proprietor to partnership, partnership to corporation, etc.)

In addition to filing a final return, you must also apply for a new Certificate of Authority for the new entity. See Business form changed in instructions.

For office use only



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Proceed to Step 3, page 2

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