



# SPOTSYLVANIA COUNTY YEARLY GROSS RECEIPTS TAX

File by June 1st.

Commissioner of Revenue  
9104 Courthouse Rd  
PO Box 175  
Spotsylvania VA 22553-0175  
Phone: (540) 507-7051  
Fax: (540) 582-7190  
email: [cor@spotsylvania.va.us](mailto:cor@spotsylvania.va.us)

Account: \_\_\_\_\_

### INSTRUCTIONS

- **Complete Sections A, B & C.**
- **File on or before June 1<sup>st</sup>.** **In person** – Deliver to our office by 4:30 on June 1<sup>st</sup>. **By mail** - Postmark on or before June 1<sup>st</sup>.
- **Make check payable to Treasurer, Spotsylvania County**
- **Mail to: Deborah F Williams, Commissioner of Revenue, PO Box 175, Spotsylvania VA 22553-0175**

### A. Owner & Business Information

Owner's Name		Phone	
Mailing Address: Block / Street Name	City	State	Zip
Trade Name		Phone	
Physical Address: Block / Street Name (No PO Boxes)	City	State	Zip
Social Security #	Federal ID	Email Address	

### B. Calculating Tax

1.	Total Gross Receipts for Period	to	\$
2.	Less Allowable Deductions (Attach List of Items/Explanation). If Zero, enter "0."		\$
3.	Total Taxable Gross (Subtract Line 2 from Line 1)		\$
4.	One half of 1% (Multiply line 3 by 1%, then multiply by .5)		\$
5.	Penalty & Interest <small>* Interest will accrue at a rate of 10% per year.</small>	- Due by June 1 <sup>st</sup> . - Late payment penalty is 10% of the tax and interest is 10% per year. - If payment is past the due date, please call the Treasurer's Office for penalty and interest amount. (540) 507-7058 Monday -Friday from 8:00 am to 4:30 pm (EST)	\$
6.	Total Tax and Penalty (Remember to include penalty from Line 5 if late)		\$

### C. Declaration

I declare that the foregoing statement and figures are true, full, and correct to best of my knowledge and belief.

\_\_\_\_\_

*Signature of Owner or Agent*

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Title*

\_\_\_\_\_

*Phone*

#### OFFICE USE ONLY

**110-0000-312-04-01**

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_      Check # \_\_\_\_\_      Late Payment Penalty

(online form - rev 1/3/23)      Reviewed by: \_\_\_\_\_      Amt \$ \_\_\_\_\_      Tax Difference \$ \_\_\_\_\_