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

Account: _____

INSTRUCTIONS

- **Complete Sections A, B & C.**
- **File on or before June 1st. In person –** Deliver to our office by 4:30 on June 1st. **By mail -** Postmark on or before June 1st.
- **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 Beginning Ending	$
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 * Interest will accrue at a rate of 10% per year.	- Due by June 1st. - 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 12/21/17) Reviewed by: _____ Amt $ _____ Tax Difference $_____