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Instructions

04 Business Location: Enter the address of each business location for which you are reporting a protest payment. Attach additional copies of this form in order to report multiple locations.

05
06 Tax Type: The state, conservation, education, and parks and soil taxes are preprinted in this column. Enter each city or county tax type which is being protested. It is your responsibility to know which taxes you are liable for at each business location.

07
08 Vendor's Use Tax

09 Gross Receipts: Enter protested amount of gross receipts by each specific tax type for each business location.

10 Adjustments: Enter authorized adjustments. Be sure to indicate plus or minus for each adjustment.

11 Taxable Sales: Compute taxable sales for each entry.

12 $\text{Gross receipts (+) or (-) adjustments} = \text{taxable sales}$

13
14 Tax Rate: The state, conservation, education, and parks and soil tax rates are preprinted in this column. If you are protesting a city or county tax payment, enter the local use tax rate for each city or county tax type.

15 Amount of Tax: Multiply taxable sales by the tax rate of each specific tax type.

16
17 Line 1 — total amount of tax: Compute total amount of taxes shown in the amount of tax column.

18 Line 2 — timely payment allowance: If you file and pay on or before the due date, enter 2% of the amount shown on Line 1.

19 Line 3 — vendor's use tax due: Subtract Line 2 from Line 1 and enter remainder.

20
21 Consumer's Use Tax: You must pay consumer's use tax on tangible personal property stored, used, or consumed in Missouri unless you paid tax to the seller or the property is exempt from tax. A purchaser is required to file a use tax return if the cumulative purchases subject to use tax exceed \$2,000 in a calendar year.

22 Taxable Purchases: Enter protested amount of taxable purchases by each specific tax type for each business location.

23
24 Tax Rate: The state, conservation, education, and parks and soil tax rates are preprinted in this column. If you are protesting a city or county tax payment, enter the local use tax rate for each city or county tax type.

25 Amount of Tax: Multiply taxable purchases by the tax rate of each specific tax type.

26
27 Line 4 — total amount of tax: Compute total amount of taxes shown in the amount of tax column.

28 Line 5 — follow instructions shown on front of form.

29
30
31 Line 6 — interest for late payment: If tax is not paid by the due date, multiply Line 5 by the annual percentage rate and then multiply this amount by the number of days late divided by 365 (or 366 in a leap year). The annual percentage rate is subject to change each year. The annual percentage rate can be obtained from our website at <http://dor.mo.gov/intrates.php>.

32
33 Lines 7 and 8 — Follow instructions shown on front of form.

