

Prior to filling out this application, save the pdf on your computer or flash drive.

TOWN OF WINDSOR SALES TAX RETURN

Fill out form, print and mail. You may need to download Adobe Reader prior to filling out form.

BUSINESS NAME: BUSINESS MAILING ADDRESS:	PERIOD: DUE DATE: WINDSOR LIC. #: <i>Note: (due dates are the 20th day of the Monthly, Quarterly, Yearly Filing Periods month following the last day of business in the filing period)</i>
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1. GROSS SALES					5. TOWN SALES TAX (LINE 4 x 3.95% tax rate)
2A. ADD: BAD DEBTS COLLECTED					6. ADD: EXCESS TAX COLLECTED:
2B. TOTAL LINES 1 AND 2A					7. ADJUSTED TOWN TAX: (ADD LINES 5 & 6)
3. DEDUCTIONS	A. NON-TAXABLE SERVICE SALES				8. DEDUCT VENDOR FEE ONLY IF TAXES ARE PAID BY THE DUE DATE (Line 7 x 2.33% not greater than \$200)
	B. SALES TO OTHER LICENSED DEALERS FOR RESALE				9. TOTAL SALES TAX DUE (Item 7 minus 8)
	C. SALES SHIPPED OUT OF WINDSOR				
	D. BAD DEBTS CHARGED OFF				
	E. TRADE-INS FOR TAXABLE RESALE				
	F. SALES OF GASOLINE AND CIGARETTES				
	G. SALES TO GOV'T, RELIGIOUS, AND CHARITABLE ORG.				10. LATE FILING IF FILED AFTER DUE DATE THEN ADD: (a) PENALTY = GREATER OF \$15 OR 15% ON TAX DUE (Line 9 x 10(a)) (b) INTEREST = 1.5% PER MONTH ON TAX DUE (Line 9 x 1.5%)
	H. RETURNED GOODS				
	I. PRESCRIPTION DRUGS / PROSTHETIC DEVICES				11. TOTAL TAX, PENALTY, AND INTEREST DUE (ADD LINES 9 and 10 (a) and 10(b))
	J. FOOD STAMPS				12. A. ADD: (PRIOR PERIOD ADJUSTMENT) B. DEDUCT: (PRIOR PERIOD ADJUSTMENT)
	K.				
L.				13. TOTAL DUE AND PAYABLE(MAKE CHECK OR MONEY ORDER PAYABLE TO TOWN OF WINDSOR)	
3. TOTAL DEDUCTIONS (TOTAL OF LINES 3 A-L)					
4. TOTAL NET TAXABLE SALES & SERVICE (Line2B-Line3)					AMOUNT PAID:



BUSINESS HAS ALREADY or WILL BE DISCONTINUED EFFECTIVE DATE:			<input type="checkbox"/> CHANGE OF BUSINESS ADDRESS <input type="checkbox"/> CHANGE OF MAILING ADDRESS	THIS IS A LEGAL DOCUMENT LEGIBLE SIGNATURE IS MANDATORY. <small>I HEREBY CERTIFY UNDER PENALTY OF PERJURY, THAT THE STATEMENTS MADE HEREIN ARE TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.</small>
DAY	MONTH	YEAR		X <small>SIGN HERE</small>
				<small>PRINTED NAME</small>
				<small>TITLE</small>
				<small>DATE PHONE</small>

SCHEDULE A SPECIAL MESSAGE FROM/TO TOWN

Reference: Town of Windsor Municipal Code - Chapter 4 - Section 4-3-210 and Section 4-3-510
 PLEASE REMIT TO: TOWN OF WINDSOR, 301 Walnut Street, Windsor, CO 80550
 FOR QUESTIONS PLEASE CALL (970) 674-2486 OR EMAIL SALESTAX@WINDSORGOV.COM