



Robin Goard
COMMISSIONER

Pittsylvania County

OFFICE OF
COMMISSIONER OF THE REVENUE



11 N. Main Street
PO BOX 272
CHATHAM, VIRGINIA 24531
(434) 432-7946
(434) 432-7957 Fax

REGISTRATION FOR MEALS TAX

FEDERAL ID# ORSS# _____

TRADE NAME OF BUSINESS: _____

OWNER: _____

LOCATION OF BUSINESS: _____

STREET & NUMBER

CLASS: _____

RESTAURANT, CAFETERIA, DELICATESSEN, SNACK BAR, ETC

MAILING ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

TYPE OF OWNERSHIP: _____

INDIVIDUAL-PARTNERSHIP-CORPORATION

CORPORATION NAME OF OFFICIALS: _____

DATE STARTED AT THIS LOCATION: _____

NAME OF BUSINESS SUCCEEDING: _____

SIGNATURE: _____

DATE: _____

TITLE: _____

PLEASE MAIL THIS FORM WITH YOUR FIRST MEALS TAX RETURN.

Robin Goard, Commissioner of the Revenue
Email Address: Robin.Goard@pittgov.org

PITTSYLVANIA COUNTY MEALS TAX RETURN



PITTSYLVANIA COUNTY
 ROBIN GOARD
 COMMISSIONER OF THE REVENUE
 PO BOX 272 CHATHAM, VIRGINIA 24531
 MAKE CHECK PAYABLE TO: PITTSYLVANIA COUNTY TREASURER
 Food and Beverage TAX Report – Month _____

This Return must be filed, AND payment received, ON or BEFORE the 20th day of the month following the calendar month for which Tax is due to avoid penalty and interest

Account _____
 (To Be Assigned By Office)

Business Name _____

Owner's Name _____

Address _____

GROSS RECEIPTS	(1) \$
TOTAL	(2) \$
TAX RATE(4%)	(3) \$
DISCOUNTS(3%)	(4) \$
PENALTY FOR LATE FILING (see schedule)	(5) \$
TOTAL REMITTANCE	(6) \$

I HEREBY CERTIFY THAT THE FIGURES SHOWN ON THIS FORM ARE CORRECT

SIGNATURE: _____

DATE: _____

(detach above)

CALCULATING MEALS TAX RETURN INSTRUCTIONS

GROSS RECEIPTS

ENTER 100% OF SALES

TOTAL

TAXABLE RECEIPTS SUBJECT TO 4% TAX

TAX (4%)

COMPUTE TOTAL TAX (4% of line above)

DISCOUNTS(3%)
 (subtract from line 3)

A DISCOUNT OF 3% IS ALLOWED IF RETURN IS FILED ON TIME, (20th day of month following tax month) ex: July Tax Return due August 20th. RETURN MUST BE RECEIVED OR POSTMARKED ON or BEFORE END OF TAX PERIOD TO RECEIVE DISCOUNT. DO NOT COMPUTE DISCOUNT WHEN PENALTY APPLIES.

PENALTY FOR LATE FILING

IF RETURN IS RECEIVED or POSTMARKED AFTER DUE DATE. (20th day of next month following tax month)
 1 – 30 days 10%, 31 – 60 days 20%, Over 60 days 25%
 Minimum Penalty \$2.00

TOTAL REMITTANCE
 (line 3 less line 4 add line 5)

Amount Due and Payable to: **PITTSYLVANIA COUNTY TREASURER**

Mail Return and Check to: **Commissioner of the Revenue**
PO Box 272, Chatham, VA 24531