

**PARISH OF ST. HELENA / TOWN OF GREENSBURG  
SALES AND USE TAX RETURN**

**MAKE ALL REMITTANCES  
PAYABLE TO  
ST. HELENA PARISH SHERIFF'S  
OFFICE**

To avoid penalties be sure that you transmit this return on or before the 20th of each month following the period covered.

Period Covered \_\_\_\_\_ 20\_\_

(Do Not use any other taxpayer's return as this may result in improper credit.)

1. GROSS SALES OF TANGIBLE PERSONAL PROPERTY, LEASES, RENTALS, AND SERVICES	
<b>SCHEDULE "A" ALLOWABLE DEDUCTIONS</b>	
2. SALES FOR RESALE OR FURTHER PROCESSING (RESALE CERTIFICATE ON FILE)	
3. CASH DISCOUNTS, SALES RETURNS & ALLOWANCES	
4. SALES DELIVERED OR SHIPPED OUTSIDE THIS JURISDICTION (DOES NOT APPLY TO REPAIRS)	
5. SALES OF GASOLINE AND MOTOR FUELS	
6. SALES TO US GOV'T. STATE OF LA, POLITICAL SUBDV. & LOCAL AGENCIES	
7. SALES OF FOOD PAID WITH USDA FOOD STAMPS OR WIC VOUCHERS	
<b>OTHER DEDUCTIONS AUTHORIZED BY LAW (EXPLAIN BRIEFLY)</b>	
8.	
9.	
10.	
11. TOTAL ALLOWABLE DEDUCTIONS (LINE 2 THRU 10)	
12. ADJUSTED GROSS SALES (LINE 1 MINUS LINE 11)	

	COMPLETE COLUMNS IN WHICH TAXABLE ACTIVITY OCCUR	
	A Town 1%	B Parish 5%
13. ADJUSTED GROSS SALES IN EACH JURISDICTION		
14. PURCHASES SUBJECT TO USE TAX IN EACH JURISDICTION		
15. TOTAL TAXABLE TRANSACTIONS (LINE 13 PLUS LINE 14)		
16. TAX DUE (MULTIPLY LINE 15 BY THE TAX RATE OF EACH COLUMN)		
17. EXCESS TAX COLLECTED		
18. TOTAL TAX DUE (LINE 16 PLUS LINE 17)		
19. VENDORS COMPENSATION (1% LINE 18) (ONLY IF PAYMENT IS NOT DELINQUENT)		
20. NET TAX DUE (LINE 18 MINUS LINE 19)		
21. PENALTY (5% of Tax for each 30 Days or Fraction Thereof, 25% Max)		
22. INTEREST (12% ANNUM FROM DATE DUE UNTIL PAID)		
23. TOTAL TAX, PENALTY, AND INTEREST DUE (SUM OF LINE 20-22)		
24. TAX DEBIT OR CREDIT (AUTHORIZED MEMO MUST BE ATTACHED)		
25. TOTAL AMOUNT DUE (LINE 23 PLUS OR MINUS LINE 24)		
26. TOTAL REMITTED (TOTAL OF LINE 25 COLUMNS A,B,C,D,E)		

HAVE YOU USED THE PROPER COLUMN?

I declare under the penalties for filing false reports that this return (including any accompanying schedule and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete return. If the return is prepared by a person other than the taxpayer, his declaration is based on all the information relating to the matters required to be reported in the return of which he has any knowledge.

**TO AVOID PENALTIES RETURN MUST BE TRANSMITTED ON OR BEFORE THE 20TH DAY FOLLOWING THE PERIOD COVERED.**

DATE PREPARED	SIGNATURE OF INDIVIDUAL OR AGENT & PHONE NUMBER	SIGNATURE OF PREPARER & PHONE NUMBER	CHECK NUMBER
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Phone Number for Contact Person phone	Reviewed By
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PLEASE INDICATE ANY CHANGES BELOW	
Date out of business	Date business sold
Name of New Owner	
Mailing address change	
Location address change	

**Mail To:  
St. Helena Parish Sheriff's Office  
Sales Tax Division  
P.O. Box 1205  
Greensburg, LA 70441**

Bulk Rate  
U.S. Postage  
**PAID**  
Greensburg, LA 70441  
PERMIT NO. 5