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Union Parish Sales and Use Tax Commission  
P.O. Box 903  
Ruston, LA 71273-0903  
**SALES AND USE TAX REPORT**

1. Gross sales of Tangible Personal Property, Leases, Rentals and Services as Reported to the State of Louisiana		1.		
<b>ALLOWABLE DEDUCTIONS</b>				
2. Sales for Resale or Further Processing (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 or Motor Fuels				
6. Sales to the U.S. Govt., the State of LA, its Political Subdivisions and Agencies				
7. Sales of Food Paid for with USDA Food Stamps or WIC Vouchers				
<b>OTHER DEDUCTIONS AUTHORIZED BY LAW</b> (EXPLAIN BRIEFLY)				
8.				
9.				
10.				
11. Total Allowable Deductions (Line 2 thru 10)		11.		
12. Adjusted Gross Sales (Line 1 MINUS Line 11)				
<b>Computation of Sales and Use Tax</b> <small>COMPLETE ONLY THOSE COLUMNS IN WHICH TAXABLE ACTIVITY OCCURS</small>	<b>TOTAL LOCAL RATE</b> →	A.	5.0%	
	<b>MUNICIPALITY TAX</b> →			
	<b>PARISH WIDE TAX</b> →			
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13. Adjusted Gross Sales in Each Jurisdiction		Total of Columns Must Equal Line 12	13.	
14. Purchases Subject to Use Tax In Each Jurisdiction			14.	
15. TOTAL (Line 13 Plus Line 14)				
16. Tax Due – Multiply Line 15 by % Shown in Column			16.	
17. Excess Tax Collected			17.	
18. TOTAL (Line 16 Plus Line 17)				
19. Vendors Compensation 2% of Line 18		Deductible Only When Payment is not Delinquent	19.	
20. Net Tax Due (Line 18 Minus Line 19)				
21. Delinquent Penalty		5% of tax on date the return becomes delinquent, with an additional 5% for each subsequent 30 day period, not to exceed 25%	21.	
22. Interest Due:		.0164% daily rate per day from the first day of the month in which tax is due until paid	22.	
23. Total Tax, Penalty and Interest Due (Line 20 Plus Lines 21 & 22)				
24. Tax Debit or Credit (Authorized Memo MUST be Attached)			24.	
25. TOTAL AMOUNT DUE (Line 23 Plus or Minus Line 24)			25.	

Month of: \_\_\_\_\_

This return DUE on the 1 <sup>st</sup> day of the month following the period covered by this return, and becomes DELINQUENT if not transmitted on or before the 20 <sup>th</sup> day. Remittances Payable to <b>UNION PARISH SALES and USE TAX COMMISSION</b> SIGNATURE OF INDIVIDUAL OR AGENT _____ DATE _____ STATE TAX I.D. # _____	AUDITED BY	TOTAL OF COLUMNS A + B + C + D + E			LINE 26.	TOTAL REMITTED  \$
		DISHONORED CHECK CHARGE	1% OF THE CHECK OR \$30		WHICHEVER IS GREATER	