



BUSINESS SALES TAX RETURN FORM

Business Name: _____
Business Address: _____

EIN/SSN: _____
License No. _____
Reporting Period: _____
 (Month/Year)

Amended Return

Final Return

Due no later than the last day of each month.

Business Description	Gross Income (\$)	Deduction Type Claimed						Total Deductions (\$)	Taxable Income (\$)	Tax	TAX DUE (\$)
		Code	Dollar Amount (\$)	Code	Dollar Amount (\$)	Code	Dollar Amount (\$)				
Sales Tax									7%		
									7%		
									7%		

Return must be filed even if no tax is due.

DEDUCTION CODES

<ul style="list-style-type: none"> 1. Food Stamp/WIC Sales 2. Return and Discounts 3. Sales for Resale 4. Federal Gov't Sales 5. Service Labor 6. Subcontracting 7. Out of City Sales 8. Out of State Sales 	<ul style="list-style-type: none"> 9. Religious & Charitable Institutes 10. Delivery of Charge/Truck Out 11. Gasoline & Diesel Sales 12. Prescribed Drugs 13. Newspapers & Subscriptions 14. Other (Description Required): <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>
---	---

Note: Exemption types and amounts must be reported.

Subtotal	(=)	
Total from Form 301	(+)	
Tax paid with extension request (Form 145 must have been timely filed)	(-)	
Balance Due	(=)	
Penalties for late filing (\$50)	(+)	
Penalties for late payment (5%)	(+)	
Total Tax Due	(=)	

Remit Payment Payable To:

Kayenta Township
 P.O. Box 1490
 Kayenta, AZ 86033
 Phone: (928) 697-8451
 Fax: (928) 697-8461

Payment over \$10,001 must be wire transferred:

NOTE:
 Notify Finance Department for ACH information

www.kayentatownship-nsn.gov

Amount Wire Transferred:

KTC Use Only	

I declare that the information contained in this document and any attachments thereto is true and correct to the best of my knowledge and belief pursuant to all Navajo Nation and Kayenta Township laws and regulations.

_____ **Date** _____ **Signature** _____ **Printed Name** _____ **Phone Number**

A signature is required to make this return valid. This return must be filed even if you have no taxes to report.

THIS RETURN MUST BE IN THE TOWNSHIP OFFICE NO LATER THAN THE LAST DAY OF THE FOLLOWING MONTH. ANY REPORTING FILED AFTER DUE DATE, CALCULATE PENALTIES AND REMIT PAYMENT.