



CITY OF STANLEY

# Municipal Non-Property Sales (Option) Tax Form

THIS FORM MUST BE FILED EVEN IF NO TAX IS DUE

This form must be filed monthly. Please submit this form and payment check no later than the 25<sup>th</sup> day of the month following the end of the previous reporting period. Any incomplete forms will be returned and considered delinquent.

Date: \_\_\_\_\_ Tax Period (month): \_\_\_\_\_

Business Name: \_\_\_\_\_

Permit Number/Sales Tax #: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Idaho State Sales Tax Return has been included.** Include with the frequency that you receive it (monthly/quarterly).

		Option Tax
1	Gross Taxable Sales	
2	2.5% Option Tax Collected	
3	Interest on Delinquent Tax	
4	Total Amount	

- 1. Gross Taxable Sales:** Enter the total amount paid by customers for the month. This would be line 5 of your Idaho State Sales Tax Return.
- 2. 2.5% Option Tax Collected:** Multiple gross taxable rentals by 0.025. This is the amount of tax remitted to the City.
- 3. Interest on delinquent tax:** Interest is 8% annually/0.67% monthly. If your option tax is late, calculate the interest by: (line 2) x (0.0067) x (# of months late).
- 4. Total Amount:** Add lines 2 and 3.

**I/We the undersigned do hereby swear or affirm the above information is true and correct to the best of my/our knowledge.**

Authorized Signature

Title

Date

*Please retain a copy for your records and send the form with payment to the address below.  
If the payment is \$0 you may email the form.*

City of Stanley  
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Tel: 208.774.2286  
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