

MORGAN COUNTY CONSUMER USE TAX APPLICATION
AND INFORMATION FORM
(CONFIDENTIAL)

MAIL TO: MORGAN COUNTY SALES TAX OFFICE PHONE: (256) 351-4618
P.O. BOX 1848
DECATUR, AL 35602

ACCOUNT NUMBER: _____ (THIS IS ASSIGNED BY OUR OFFICE)

BUSINESS NAME: _____

TYPE OF BUSINESS: _____

LOCATION OF BUSINESS: _____
STREET CITY STATE ZIP

MAILING ADDRESS: _____
STREET CITY STATE ZIP

TELEPHONE () _____ () _____
BUSINESS/HOME FAX

MANAGER'S or OWNER'S NAME: _____
FEIN# or SSN#: _____

CONTACT PERSON FOR TAX QUESTIONS: _____

EMAIL ADDRESS: _____

ALL AREAS OF THE COUNTY HAVE A 1% CONSUMER USE TAX!

UNINCORPORATED AREA OR MORGAN COUNTY
DECATUR (INSIDE THE CORPORATE LIMITS)
HARTSELLE (INSIDE THE CORPORATE LIMITS)
FALKVILLE (INSIDE THE CORPORATE LIMITS)
TRINITY (INSIDE THE CORPORATE LIMITS)
PRICEVILLE (INSIDE THE CORPORATE LIMITS)
SOMERVILLE (INSIDE THE CORPORATE LIMITS)
EVA (INSIDE THE CORPORATE LIMITS)

I AFFIRM UNDER THE PENALTY OF PERJURY THAT THE ABOVE IS A TRUE AND CORRECT
STATEMENT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THIS BUSINESS REQUESTS TO FILE: MONTHLY ____, QUARTERLY ____, ANNUAL RETURN (IF
UNDER \$600.00 TAX) ____.

DATE _____ SIGNATURE: _____

TITLE: _____

BUSINESS START DATE: _____

IMPORTANT, RETURN TO SALES TAX OFFICE WITHIN 10 DAYS
OR ATTACHED TO YOUR FIRST RETURN

RULES AND REGULATIONS
RELATING TO THE MORGAN COUNTY
CONSUMER USE TAX
MORGAN COUNTY SALES TAX OFFICE
PHONE: (256) 351-4618

1. ON OR BEFORE THE 20TH DAY OF EACH SUCCEEDING MONTH OF WHICH A RETURN IS DUE, COMMENCING JUNE 1, 1999, TAXPAYERS SHALL PREPARE AND FILE WITH THE MORGAN COUNTY COMMISSION A CONSUMER USE TAX RETURN IN THE FORM ATTACHED HERETO AS EXHIBIT 1. SAID RETURN SHALL FULLY DISCLOSE ALL OF THE INFORMATION REQUIRED BY SUCH RETURN AND SHALL BE SIGNED AND DATED. SUCH RETURN SHALL BE ACCOMPANIED BY A CHECK IN THE TOTAL AMOUNT DUE. THE RETURN SHALL BE MAILED, POSTAGE PREPAID, TO THE MORGAN COUNTY SALES TAX OFFICE; P.O. BOX 1848, DECATUR, ALABAMA 35602, OR SHALL BE HAND DELIVERED TO THE SALES TAX OFFICE OF THE MORGAN COUNTY COMMISSION ON THE 5TH FLOOR OF THE MORGAN COUNTY COURTHOUSE, DECATUR, ALABAMA.
2. THE CONSUMER USE TAX RETURN SHOULD SHOW THE AMOUNTS OF PURCHASES OF TANGIBLE PERSONAL PROPERTY ON WHICH SALES TAX HAS NOT BEEN PAID TO THE SELLER AND DEDUCTIONS WHICH ARE REQUIRED AND ALLOWED BY THE ALABAMA DEPARTMENT OF REVENUE TO SUPPORT THE INCLUSIONS AND DEDUCTIONS SHOWN ON THE RETURN.
3. ANY QUESTIONS WHICH ARISE FROM TIME TO TIME SHOULD BE DIRECTED TO MR. EDWARD SIMS, LICENSE INSPECTOR OF MORGAN COUNTY, WHOSE TELEPHONE NUMBER IS (256) 351-4619.

MORGAN COUNTY SALES TAX OFFICE
P.O. BOX 1848
DECATUR, AL 35602
PHONE (256) 351-4618

CHANGE OF ADDRESS FORM

BUSINESS ACCOUNT NUMBER: _____

BUSINESS NAME: _____

OLD MAILING ADDRESS: _____

CITY, STATE, ZIP CODE: _____

NEW ADDRESS INFORMATION

BUSINESS NAME: _____

NEW MAILING ADDRESS: _____

CITY, STATE, ZIP CODE: _____

NEW PHONE NUMBER: AREA CODE ____ - ____ - _____

CONTACT PERSON: _____

EMAIL ADDRESS: _____

PHYSICAL LOCATION: _____

CITY, STATE, ZIP CODE: _____

OUT-OF-BUSINESS-NOTIFICATION

DATE OF BUSINESS CLOSING / BUSINESS SOLD (IF APPLICABLE) _____

SOLD TO / IF APPLICABLE _____

NEW OWNERS MAILING ADDRESS: _____

NEW OWNERS CITY, STATE, ZIP CODE: _____

NEW OWNERS PHONE NUMBER: AREA CODE ____ - ____ - _____

**MORGAN COUNTY SALES TAX OFFICE
P. O. BOX 1848
DECATUR, AL 35602
12/21/2004
PHONE NO. 256-351-4618**

RE: Online Filing Notice.

Dear Business Owner;

The Morgan County Sales Tax Office is pleased to announce that Morgan County tax filers will have a new time-saving way to file their sales and use taxes.

**Tax filers can pay on-line at
morgancounty.alagov.com
beginning in January 2005.**

Registration and submission will begin on January 1, 2005 at 12:01 am. Use of this easy-to-use online service is available free of charge when **payment is made by e-check**. Enclosed you will find the brief instructions on how to setup your user account, your company information, file your taxes, and submit the necessary payment. There will be a link on the web site that will take you directly to the state site for filing state taxes.

THANK YOU IN ADVANCE FOR YOUR ATTENTION IN THIS MATTER.

SINCERELY,

MICHELLE ECHOLS
MORGAN COUNTY
DIRECTOR OF SALES TAX

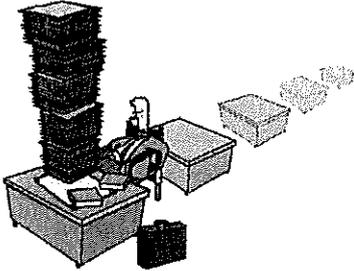


"The Online Filing Solution."

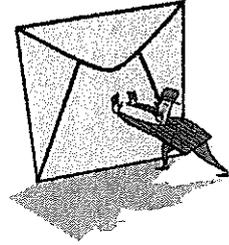


File BOTH your Local and State Sales/Use Tax today!

To learn more or file online,
go to: morgancounty.alagov.com.



- Reduces the amount of time required to file Sales and Use taxes
- Automatically calculates tax due
- One-stop Registration and filing for multiple tax Authorities
- Pay by e-check
- View your filing history
- Linked directly to State filing site



It's FREE, and only a click away!

HOW TO FILE:

I. SETUP USER ACCOUNT

1. Click **SETUP NEW ACCOUNT**
2. Enter information, click **SAVE**
3. Click **SETUP COMPANY**



II. SETUP COMPANY

1. Account Verification: Enter your Fed ID# or SSN, Enter FA Issued ID (*NOT REQUIRED*)
2. Click **CONTINUE** (you will be taken to the Company Information Page)
3. Enter information (*fields in bold are required*)
4. **CHECK THE BOX** next to **PLEASE ADD ME AS A USER FOR THIS COMPANY**
5. Click **NEXT** (if you need to add additional users, fill in user data and click **SAVE**)
6. Click **FINISH** (you will be taken to the Welcome Page; if you wish to setup more than one company, click **SETUP COMPANY**)
7. Click **FILE NEW**

III. FILE TAXES

1. Verify Information, click **CONTINUE**
2. Select Filing Period, click **CONTINUE**
3. Select Jurisdiction, select Tax Type, Rate Code
Click **ADD ITEM** (continue this process until all jurisdictions, types, and codes are added)
4. Enter Gross Sales Amount and Deductions in the appropriate fields, click **CONTINUE**
5. Review information, if everything is correct click **SUBMIT** (if any problems, click **BACK**)
6. Payment Gateway: select method of payment and enter required information, click **PAY**

<http://morgancounty.alagov.com>