MORGAN COUNTY SALES/SELLERS 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: _____

WHAT AREAS OF THE COUNTY DOES YOUR BUSINESS HAVE SALES?
IMPORTANT, ANSWER YES OR NO FOR EACH AREA LISTED.

		YES	NO
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.

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
SALES / SELLERS USE 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 SALES / SELLERS USE TAX RETURN IN THE FORM ATTACHED HERETO AS EXHIBIT 1. SAID RETURN SHALL FULLY DISCLOSE ALL OF THE INFORMATION REQURIRED 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 SALES TAX RETURN SHOULD SHOW THE AMOUNTS OF GROSS RECEIPTS GENERATED IN EACH TAX AREA. THE TAXPAYER SHOULD INCLUDE ONLY THE GROSS SALES AND DEDUCTIONS WHICH ARE REQUIRED AND ALLOWED BY THE ALABAMA DEPARTMENT OF REVENUE TO SUPPORT THE INCLUSIONS AND DEDUCTIONS SHOWN ON THE RETURN.

3. THE TAXPAYER SHOULD MAINTAIN RECORDS REFLECTING SLAES IN EACH OF THE FOLLOWING 5 AREAS OF THE COUNTY:

   AREA 1 – INSIDE THE CORPORATE LIMITS OF DECATUR, HARTSELLE, FALKVILLE AND TRINITY
   AREA 2 – THE UNINCORPORATED AREA OF THE COUNTY
   AREA 3 – INSIDE PRICEVILLE CORPORATE LIMITS
   AREA 4 – INSIDE SOMERVILLE CORPORATE LIMITS
   AREA 5 – INSIDE EVA CORPORATE LIMITS

4. ANY QUESTIONS WHICH ARISE FROM TIME TO TIME SHOULD BE DIRECTED TO MRS. MICHELLE ECHOLS, DIRECTOR OF SALES TAX AND LISCENSE ENFORCEMENT OF MORGAN COUNTY, WHOSE TELEPHONE NUMBER IS (256) 351-4618

MORGAN COUNTY SALES TAX OFFICE
P.O. BOX 1848
DECATUR, AL 35602

MARCH 19, 1998

DEAR BUSINESS:

RE: SALES TAX RETURN FORMS

ENCLOSED YOU WILL FIND YOUR SALES TAX RETURNS FOR FILING YOUR TAXES. EACH WILL HAVE YOUR ACCOUNT NUMBER AND MAILING ADDRESS. ALSO, THE RETURN WILL INDICATE THE MONTH AND YEAR FOR WHICH YOU ARE FILING. IT IS REQUIRED THAT YOU USE OUR RETURNS OR A CLOSE FACSIMILE OF OUR RETURN TO FILE YOUR TAXES ON, TO INSURE PROPER CREDIT OF TAX MONIES.

THE NEW FORM HAS TWO PORTIONS:

1. THE TOP PORTION IS FOR 1% SALES THAT OCCUR IN THE FOLLOWING AREAS:

DECATUR – HARTSELLE – TRINITY – FALKVILLE

2. THE BOTTOM PORTION IS FOR 3% SALES THAT OCCUR IN THE FOLLOWING AREAS:

UNINCORPORATED – PRICEVILLE – SOMERVILLE – EVA

PLEASE BE SURE THAT YOU INDICATE THE EXACT LOCATION OF THE SALE OR SALES ON YOUR RETURN, TO INSURE PROPER CREDIT.

IF YOU HAVE ANY QUESTIONS, PLEASE DO NOT HESITATE TO CALL OUR OFFICE.

SINCERELY YOURS,

MICHELLE ECHOLS
SALES TAX ADMINISTRATOR
(256) 351-4618

COUNTY OF MORGAN, ALABAMA
SALES / SELLERS USE TAX REPORT

MAIL THIS RETURN WITH REMITTANCE TO:

THIS RETURN IS TO BE USED BY FIRM LISTED
Account Number _____

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

TOTAL AMOUNT ENCLOSED

☐ **Out of Business**

This return is for the month/year of _____ and must reach the sales tax office on or before the 20th day of the month succeeding the month covered by this return.

Type of Tax / Tax Area Decatur, Hartselle, Falkville and Trinity First five lines only	(A) Gross Taxable Amount	(B) Total Deductions	(C) Net Taxable (Column A – Column B)	(D) Tax Rate	(E) Gross Tax Due (Column C x Column D)
Farm mach. & Mfg				0.375%	
Auto Vehicle				0.500%	
Vend Food				0.750%	
General				1.000%	
(NO.) of auto vehicle withdrawn at $5.00 each. (For Auto Dealers only)---					
Unincorporated Farm & Mfg				0.875%	
Unincorporated Auto Vehicle				1.000%	
Unincorporated Vend Food				2.750%	
Unincorporated General				3.000%	
Priceville Farm & Mfg				0.875%	
Priceville Auto Vehicle				1.000%	
Priceville Vend Food				2.750%	
Priceville General				3.000%	
Somerville Farm & Mfg				0.875%	
Somerville Auto Vehicle				1.000%	
Somerville Vend Food				2.750%	
Somerville General				3.000%	
Eva Farm & Mfg				0.875%	
Eva Auto Vehicle				1.000%	
Eva Vend Food				2.750%	
Eva General				3.000%	
(NO.) of auto vehicle withdrawn at $5.00 each. (For Auto Dealers only)---					

Discount - if paid on time

5% on $100 or less in tax ----	
2% on tax over $100, if any-	
Total Discount ----------	

(1) TOTAL TAX DUE (Total of Column E)	
(2) PENALTY (Item 1 x 10.0%)	
(3) INTEREST (Item 1 x 0.5% per month delinquent)	
(4) DISCOUNT (If submitted prior to filing deadline)	
(5) TOTAL TAX DUE (Item 1 – Item 4; if delinquent Items 1+2+3)	

This has been examined by me and is to the best of my knowledge and belief a true and complete return, made in good faith, for the month stated.

SIGNED

_____

DATE _____

Form 1 (Jan 1, 2000)

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_____-_____-_____

Signature_____ **Date** _____

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

Michelle Echols
Sales Tax Administrator

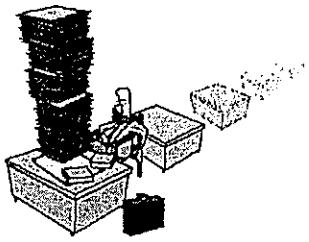
alagov.com

"The Online Filing Solution."

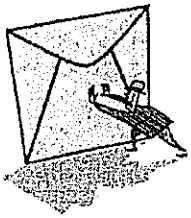
Morgan County

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