

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

January 10, 2014

RE: SALES / SELLERS USE TAX RETURN FORM INSTRUCTIONS

DEAR BUSINESS:

BELOW YOU WILL FIND YOUR SALES TAX RETURNS FOR FILING YOUR TAXES. ENTER YOUR ACCOUNT NUMBER AND MAILING ADDRESS CAREFULLY TO ENSURE PROPER CREDIT OF TAX MONIES. 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, AND FALKVILLE.
2. THE BOTTOM PORTION IS FOR 3% SALES THAT OCCUR IN THE FOLLOWING AREAS: UNINCORPORATED, PRICEVILLE, SOMERVILLE, AND 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
MECHOLS@CO.MORGAN.AL.US

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