ACTIVITY FUND
QUARTERLY SALES TAX

Campus: _____ Sales Tax Rate: **0.0825**

Quarter (check appropriate box):

1	Jan - Mar			3	Jul - Sept	
2	Apr - Jun			4	Oct - Dec	

SALES						
Receipt #	**Description**	**Date**	**Tax-Free**	**Total Sales**	**Taxable Sales**	**Sales Tax**
Total Sales & Taxable Sales (this page)						
Total Sales & Taxable Sales (all pages)						

Taxable sales during quarter _____

Tax due _____

Discount (if submitted by due date) _____ **.5% of tax due:** _____

Penalty (if submitted after due date) _____ **5% of tax due:** _____

Total tax due after discount/penalty _____

Bookkeeper: _____ _____

Signature Date

Principal: _____ _____

Signature Date

Updated: 05/01/06

Additional Sales:

Receipt #	Description	Date	Tax-Free	Total Sales	Taxable Sales	Sales Tax

Additional Sales:

Receipt #	Description	Date	Tax-Free	Total Sales	Taxable Sales	Sales Tax