Food & Beverage Tax Filing and Payment Instructions

1 Registered Taxpayer Portal Accounts

- Log in to your portal account at tax.pwcgov.org.
- If you do not have a portal account, you will need to register for one.



2 Summary of Accounts

After logging on, click View on Food and Beverage Tax.

Beverage Tax.	Food and Beverage DOES, JANE Account Number: 11003465 Trade Name: DOES, JANE Location Address: 123 ANYVHERE DR MANASSAS, VIRGINIA 22109 Current Balance: \$138.72 Return Expected View » Pay Now
Click on File Now .	May 2024 Status: Expected Filing Due Date: 6/20/2024 File Now
Enter Total Gross Receipts and Deductible Gross Receipts. Once the information is added, click Next to proceed.	File May 2024 Food and Beverage Return FB 11003465 (DOES, JANE) Total Gross Receipts S 6,905.00 Deductible Gross Receipts S 2,362.00

3 Review for Accuracy

4 Amount Due and Payment

This provides the amount of Taxable Gross **Receipts** for the month. If the information is correct, click **Submit** to go to the **Pay Account** screen.

\$6,905.00
\$2,362.00
\$4,543.00
Submit Return to Account

Choose the payment method you wish to use and click **Next**. Please follow the instructions to complete your transaction. Once payment has been submitted, you will receive confirmation of it.

Pay Account	
Account Description	FB 11003465 (DOES, JANE)
Current Balance	\$314.18
* Payment Amount	\$ 314.18
* Payment Method	 E - Check (Free Service) Credit Card (Convenience Fee added by 3rd Party Processor) PayPal - Account Holders only (Convenience Fee added) PayPal Credit (Convenience Fee added) PayPal Buy now, pay later. Learn more
-	Next Return to Account

If you have questions or need assistance, contact Tax Payer Services at taxpayerservices@pwcgov.org or 703-792-6710.