2025 MONTHLY FOOD AND BEVERAGE TAX RETURN

PRINCE WILLIAM COUNTY FINANCE DEPARTMENT TAX ADMINISTRATION

PO BOX 2467, WOODBRIDGE, VA 22195-2467 Telephone: 703-792-6710 Fax: 703-792-4673 E-Mail: TaxpayerServices@pwcgov.org

| Filling Period (circle one): January February March April May June July August September October November December Account Number: Trade Name: Location: 1. Gross Receipts: 2. Deductible Gross Receipts: (Documentation is required to support any deduction) 3. Taxable Gross Receipts (Line 1 - Line 2): 4. Tax Due (4% of gross receipts, Line 3): 5. Discount (If filed on time, 3% of Tax Due, Line 4): 6. Net Tax Due (Line 4 - Line 5): 7. Late Filling Penalty (10% of Line 6): 8. Late Payment Penalty (Line 6 multiplied by 10%): 9. Subtotal add lines 6, 7, & 8: 10. Interest 10% (days delinquent/365) x Subtotal: 11. Total Due (Add Lines 9& 10): Instructions to file and pay: Go to https://tax.pwcgov.org/ Sign into your portal account. If you do not have an account you will need to register for one. Payment is due in full on or before the 20th of each month. Please include a late filling penalty of 10%, a late payment penalty of 10%, and interest of 10% per annum if paying after deadline. Make all checks payable to PRINCE WILLIAM COUNTY. Complete, Sign, Date, and Return this Form along with your payment to: Tax Administration, Po Box 2467, Woodbridge, VA 22195-2467 APPLICANT'S CONTACT INFORMATION NAME PHONE | | FILE RETURN & REMIT PAYMENT ON OR BEFORE THE 20TH OF EACH MC | ONTH FOR THE PRECEEDING MONTH COLLECTIONS |
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| | | | |

SIGNATURE _____ DATE ____

Food and Beverage How to Determine Late Charges and Interest

If filing and full payment are not received by the due date include a late filing penalty of 10%, a late payment penalty of 10% and daily interest of 10% per annum (added daily). Interest starts accruing on the day following the due date. Below is an example of how to calculate the late payment penalty and interest:

| Example | | | |
|---|----------------------------------|----------|--|
| Food and Beverage Tax | | \$800.00 | |
| Calculate 10% Late Filing Penalty | \$800.00 x 0.1 = \$80.00 | \$80.00 | |
| Calculate 10% Late Payment Penalty | \$800.00 x 0.1 = \$80.00 | \$80.00 | |
| Tax plus Penalty | | \$960.00 | |
| Daily Interest (10% per annum) | | | |
| Calculate Interest for Number of Days Late | 10% x (d/365) x amount owed | | |
| (example 12 days late) | 10% (12/365) x \$960 = \$3.16 | | |
| Add Interest Amount Tax + Penalty | | \$3.16 | |
| Total Due Including Tax + Penalty + Interest | | \$963.16 | |

Notes:

Calculate Simple Daily Interest 10% x (days late/365) x tax plus penalty.