



LOUISA COUNTY

Meals Tax

Monthly Remittance

Commissioner of Revenue
1 Woolfolk Avenue, Ste. 203
Louisa VA 23093

Phone: (540) 967-3432
Fax: (540) 967-3481
email: sfletcher@louisa.org

Account # _____

INSTRUCTIONS

Enter account number above and complete Sections A, B & C below.
File on or before the 20th day of the month following the month being reported. In person – Deliver to our office by 4:30 on the 20th of each month. **By mail** - Postmark on or before the 20th of the month.
Make check payable to Treasurer, Louisa County
Mail to: Attn: Meals Tax Division, Commissioner of Revenue, PO Box 8, Louisa VA 23093

A. Owner & Business Information

Owner's Name		Phone	
Mailing Address: Block / Street Name	City	State	Zip
Trade Name		Phone	
Physical Address: Block / Street Name (No PO Boxes)	City	State	Zip
Federal ID	Email Address		

B. Calculating Tax

1.	Total Gross Receipts for the Month of _____	Year _____	\$ _____
2.	Less Allowable Deductions (Attach List of Items) If Zero, enter "0."		\$ -
3.	Taxable Gross (Subtract Line 2 from Line 1)		\$ _____
4.	Calculate Tax - 4% Tax of Gross from Line 3 (Multiply line 3 by 4%)		\$ _____
5.	Less 3% Sellers Discount – Only when paid on time (Multiply line 4 by 3%)		\$ -
6.	Total Tax Less Sellers Discount (Subtract Line 5 from Line 4)		\$ _____
7.	Penalty/Interest Information (please remember that if penalty is applied the 3% discount is not applicable) Interest will accrue at a rate of 10% per year.		1 to 30 days late Multiply Line 6 by 10%
			31 to 60 days late Multiply Line 6 by 15%
			61 to 90 days late Multiply Line 6 by 20%
			Over 90 days late Multiply Line 6 by 25%
8.	Total Due (Tax plus Penalty if applicable) (Add Line 6 and Line 7)		\$ _____

C. Declaration Of Seller

I declare that the foregoing statement and figures are true, complete, and correct to best of my knowledge and belief.

Signature of Owner or Agent

Date

Title

Phone