



# EXCISE TAX RETURN

CITY OF WESTPORT  
Phone (360) 268-0131

ACCOUNT NUMBER

REMITTANCE – Make remittance before the due date, payable to **CITY OF WESTPORT**  
Mail Remittance and Return to: City Treasurer, City Hall, P.O. Box 505, Westport, WA 98595

Be sure that Name, Address and Zip are Correct

NAME  
ADDRESS  
CITY, STATE  
ZIP CODE

PERIOD	DATE DUE

LOCATION

Column A	Column B	Column C	Column D	Column E	Column F
Business Classification	Gross Amount	Deductions (must be itemized on enclosed)	Taxable Amount (Column B-Column C)	Rate	Tax Due **** (Column D x Column E)
1 SERVICE & OTHER BUSINESS ACTIVITIES				0.005	
2 RETAIL SALES & ACTIVITIES				0.005	
3 WHOLESALING				0.0025	
4 MANUFACTURING, PROCESSING & EXTRACTING				0.0025	
5 GAMBLING - CARDS BINGO/RAFFLES AMUSEMENT GAMES				0.05	
6 PUNCH BOARDS & PULL TABS				0.02	
7 <b>TOTAL TAX DUE</b> – A return must be filed even if no tax is due or there is no business activity for the period					
8 <b>*MULTIPLE ACTIVITIES TAX CREDIT</b> must complete lower half of enclosed form					
9 <b>ADJUSTED TAX DUE</b> after MATC CREDIT APPLIED (cannot be less than zero)					
10 <b>PENALTY &amp; INTEREST</b> see end of form for penalty schedule - <b>MINIMUM PENALTY \$10.00</b>					
11 <b>OVERPAYMENT CREDIT</b> Must explain:					
12 <b>TOTAL TO BE PAID</b> (Lines 9, 10 less 11)					

**IMPORTANT – ALL DEDUCTIONS LISTED ABOVE IN “COLUMN C” MUST BE ITEMIZED ON THE ENCLOSED FORM**

**\*To qualify for MATC credit your business activity must include manufacturing AND sales.**

If the business has closed, been sold, or had a change in the legal entity, please provide the following information so we may update the records. New owners or a change in entity require new application.

Reason for Change: \_\_\_\_\_

Date Business Discontinued: \_\_\_\_\_

New Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

The undersigned swears or affirms that all information in this return is true and correct.

Preparer's Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Ph: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**A REPORT MUST BE FILED. LATE FILING & UNDERPAYMENT PENALTIES - IMPORTANT**

Even if no tax is due for a period, the return must be postmarked by the due date to avoid late penalty amounts. When a return is postmarked after the due date, the following penalties will be imposed:

- Nine (9%) percent of the tax due if postmarked after the due date; or
- Nineteen (19%) percent of the tax due if postmarked after the last day of the first month following due date; or
- Twenty-nine (29%) percent of the tax due if postmarked after the last day of the second month following due date.

\*\*\*\*  
**NO TAX DUE IF GROSS INCOME IS \$5,000 OR LESS FOR THE REPORTING QUARTER.**