

**EVENT
NAME:** _____

Sales Tax must be collected at the local rate of **5.99%** on **ALL** items sold. Each dealer needs to complete the information below on this form and place it in the provided envelope together with the sales tax collected. This is to be turned in on the last day of the show to the festival official or a designated representative from the City of Monroe Taxation and Revenue Division. If you are a Louisiana dealer who files sales tax monthly, please remember to include your name, address, and local sales tax account number.

Taxation & Revenue Division
Attn: Arts & Crafts Sales Tax
P.O. Box 123
Monroe, LA 71210-0123

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SALES TAX REMITTANCE INFORMATION

Name: _____
Address: _____
City, State, & Zip Code: _____
Phone: _____
Local Sales Tax number (if registered): _____
Date: _____
I am remitting for the following event Date: _____

NOTICE – Effective 3/15/2014, the City of Monroe Taxation & Revenue Division will no longer be collecting the State sales tax. For information regarding the collection of State sales tax, please contact the Louisiana Dept. of Revenue at 1-855-307-3894

*** * * DO NOT PUT CASH IN ENVELOPE * * ***

Remittance Calculations:

Total monies received / 1.0599 = Total Sales _____

Total Sales x 5.99 % = Local Sales Tax _____

Make check or money order payable to: **City of Monroe Taxation and Revenue**