



City of Port Orchard

Monthly Admissions Tax Return

Finance Department • 216 Prospect St • Port Orchard, WA 98366 • 360.876.4407

Business Name and Mailing Address	From
	To
	Due

Tax Return Instructions:

1. Tax Return must be completed and returned even if no admission activity occurred during the period.
2. Enter gross amount by Business Classification and calculate tax due (5%)
3. Sign and date the return.
4. Returns are due on or before the **15th** day of the month following the month in which the tax was collected.
5. Complete the "Business/Activity Changes" section (as applicable).
6. The start up rate of 1% is charged for the first 12 months of business. Thereafter the rate is 5%.

Business Classification	Gross Amount	Rate	Tax Due
Theater		5%	
Cover Charges		5%	
Amusement Rides		5%	
Other		5%	
Other		5%	

Make checks payable to: City of Port Orchard 216 Prospect St. Port Orchard, WA 98366	TOTAL TAX DUE THIS PERIOD	
	(15%) PENALTIES	
	TOTAL TAX & PENALTY DUE	

Business Activity Changes:	Penalty for Late Filing:
-----------------------------------	---------------------------------

<input type="checkbox"/> Activities discontinued as of ___/___/___ <input type="checkbox"/> Business ownership change: New Owner _____ Effective Date ___/___/___ <input type="checkbox"/> Address Change: _____	<p>Payment received after the last day of the month in which the tax is due is subject to penalty of 15%.</p> <p>1% Interest on all taxes past due for each 30-day period may be applied.</p>
--	---

I declare under the penalties of perjury that this return (including any accompanying documents) has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

Signature: _____

Title: _____	Date: _____
--------------	-------------

Firm name: _____	Phone: _____
------------------	--------------