



VAN BUREN ADVERTISING AND PROMOTION COMMISSION

**GROSS RECEIPTS TAX MONTHLY REPORT**

Account Number: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

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

\_\_\_\_\_

For the month of \_\_\_\_\_, 20 \_\_\_\_\_

(Each month must be reported separately. Report must be filed even if no tax is due.)

Taxable Gross Receipts \$ \_\_\_\_\_

Tax (3% of gross) \$ \_\_\_\_\_

Less 2% of tax (if paid by 20th of month) \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

5% penalty per month (over 30 days) \$ \_\_\_\_\_

**Total Tax Due** \$ \_\_\_\_\_

(See instructions on reverse.)

**Pay Online at [vanburen.org/a-p-tax/](http://vanburen.org/a-p-tax/)**

**or**

Make check payable to and mail with payment to:

**Van Buren Advertising & Promotion Commission  
P.O. Box 1518 • Van Buren, AR 72957  
(479) 474-6164**

I hereby state, avow and affirm that the statements herein are full, true and correct as required by provisions of Arkansas Gross Receipts Tax Law, Act 626 of 1989 and City Ordinance No. 15-1989, and such regulations promulgated thereunder by the Van Buren Advertising & Promotion Commission.

\_\_\_\_\_ Date Prepared

\_\_\_\_\_ Signature

## INSTRUCTIONS

1. Use only this official reporting form.
2. Total applicable taxable gross receipts, covering a complete month's sales, are to be reported within 30 days of the next succeeding month.
3. (A) Gross receipts received from the renting, leasing or otherwise furnishing of hotel and motel accommodations for profit in the City.  
  
(B) Gross receipts or gross proceeds received by restaurants, cafes, cafeterias, delis, drive-in restaurants, carry-out restaurants, bakeries, and all other establishments engaged in the selling of prepared food and beverages for on or off premises consumption, but such tax shall not apply to such gross receipts or gross proceeds of fraternal organizations qualified under Section 501 (c) (3) of the Federal Internal Revenue Code.  
  
(C) Questions concerning taxable items are addressed on a case-by-case basis. Please contact the A&P Commission agent at 474-6164 for assistance.
4. This tax is authorized by Act 626 of 1989 and City Ordinance No. 15-1989 by vote of the people of Van Buren, and is to be collected in the same manner and at the same time as the tax levied by the Arkansas Gross Receipts Act.
5. This report and payment must be received by the Commission on or before the 30th of the month. For payments made after the deadline, add penalty as instructed on the form.
6. In order to deduct the 2% discount, this report and payment must be postmarked on or before the 20th of the current month.