



A

Checklist:

Please complete and return the following documents in the envelope provided.

If you owe the tax as calculated:

- Form titled **Sales & Use Tax Summary**.
- Worksheet titled **Purchases Subject to Use Tax**. List any additional purchases subject to use tax on this worksheet, and carry the totals forward to the **Sales & Use Tax Summary**.
- This **Checklist & Questionnaire**.
- Payment of tax and interest due, made payable to "Utah State Tax Commission."
- Form TC-69**, if tax amount for 2010 is **greater than \$400**, and will likely exceed \$400 in future years. (Form TC-69 is located online at <http://www.tax.utah.gov/forms/current/tc-69.pdf>. Check the "Use Tax License Only" box.)

If you do NOT owe the tax as calculated:

- Form titled **Sales & Use Tax Summary**.
- Worksheet titled **Purchases Subject to Use Tax**. Please indicate which of the listed imports should not be subject to use tax. List any additional purchases subject to use tax on this worksheet, and carry the totals forward to the **Sales & Use Tax Summary**.
- This **Checklist & Questionnaire**.
- Documentation in support of your position that some or all of the listed imports are not subject to use tax. Documentation may include sales invoices, etc.
- Payment of recomputed tax and interest due, if applicable.
- Form TC-69**, if tax amount for 2010 is **greater than \$400**, and will likely exceed \$400 in future years. (Form TC-69 is located online at <http://www.tax.utah.gov/forms/current/tc-69.pdf>. Check the "Use Tax License Only" box.)

Provide a brief explanation of why the imports you supplied documentation for are not subject to use tax:
(Please use the back of this form if necessary.)

B

How can we do better?

In order to serve you better we would like you to evaluate your experience with this review. Circle one:

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7 ... 8 ... 9 ... 10
Poor **Excellent**

Any comments on how we could improve this review process would be appreciated.

(Please use the back of this form if necessary.)