



UTILITY USERS TAX REMITTANCE FORM

Company Name: _____

Company Address: _____

Company Phone No. _____

Company FEIN: _____

Tax Period Covered: _____

Type of Utility Service: _____

Please submit separate remittance forms for each category of utility service that you provide. If more than one category of utility services is bundled together and billed as a single amount, then please note above each category of utility service that is included. The information that you provide in this remittance form will be maintained as confidential under Rev. and Tax Code § 7284.6.

Remittance Based Upon Utility Billing

- | | | |
|----|---|-----------------|
| 1. | Gross charges <i>(including taxes and surcharges)</i> | \$ _____ |
| 2. | Deductions | |
| a. | Taxes <i>(federal, state, 911 tax)</i> | \$ _____ |
| b. | Sales for Resale | \$ _____ |
| c. | Exempt Accounts | \$ _____ |
| d. | Other non-taxed charges* | \$ _____ |
| 3. | Adjustments* <i>(plus or minus)</i> | \$ _____ |
| 4. | Net taxable charges <i>(line 1 minus lines 2+3)</i> | \$ _____ |
| 5. | Local Tax Due <i>(8% of line 4)</i> | \$ _____ |
| 6. | Penalty ** | \$ _____ |
| 7. | Total local tax due <i>(sum lines 5 and 6)</i> | \$ _____ |

* Please attach a description of any adjustments or services not subject to the local tax referred to on lines 2d and 3.

**A 15% penalty shall apply if payment is not remitted to the City within the month that follows the month in which you receive the utility users tax from the customer.

Make check payable to: The City of El Cerrito

Mail check to: Attn: Finance Department, 10890 San Pablo Ave., El Cerrito, CA 94530-2392

I declare, under penalty of perjury, that to the best of my knowledge and belief the statements herein, and any attachments hereto, are true and correct.

Date: _____

Signed: _____

Phone: _____

Print Name/Title: _____

Please contact MBLA MuniServices Company at (800) 247-4406 if you have any questions regarding the City boundaries (by street address) or the application of the City's local tax to the services that you provide your customers in the City. If you have other questions regarding this tax, please contact the City of El Cerrito Financial Services Division at: (510) 215-4310.