

ST-7 Package

This package contains the following:

- ST-7 Virginia Business Consumer's Use Tax Return
- ST-7A Virginia Business Consumer's Use Tax Worksheet
- ST-6B Schedule Of Local Taxes

To help you complete your return, Form ST-7A, Virginia Business Consumer's Use Tax Return Worksheet and Instructions is available for your use. If you need to report taxes from more than one locality, use Form ST-6B, Schedule of Local Use Taxes.

Complete the Form ST-7 below, detach it and mail it with your payment and Form ST-6B, if applicable, to:

**Virginia Department of Taxation
P.O. Box 26626
Richmond, VA 23261-6626**

Forms and instructions are available for download from our web site, www.tax.virginia.gov, or by calling 804-440-2541.

DO NOT send the Worksheet (ST-7A). It should be maintained as part of your records.

Tax Rates:

Line 1, Column c - State - Food Use Tax Rate

- For purchases made on or after **July 1, 2005**, use the rate of **1.5%** (.015).
- For purchases made on or prior to **June 30, 2005**, use the rate of **3%** (.03).

Line 2, Column c - State - General Use Tax Rate

- For purchases made on or after **September 1, 2004**, use the rate of **4%** (.04).
- For purchases made on or prior to **August 31, 2004**, use the rate of **3.5%** (.035).

Detach at dotted line below. **DO NOT SEND ENTIRE PAGE**

FORM ST-7 Virginia Business Consumer's Use Tax Return

Doc ID 127

For Assistance Call (804) 367-8037

For Period Of _____

City or County of Use or Consumption _____

00000000000000000000 1278888 000000

Account Number _____

Name _____

Address _____

City, State, ZIP _____

I declare that this return (including accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is true, correct and complete.

Signature _____ Date _____ Phone Number _____
Va. Dept. of Taxation Form ST-7 AR W Rev. 7/05

(a) Item And Tax Rate	(b) Cost Price	(c) Tax
1. State - Food Use (See above.)		
2. State - General Use (See above.)		
3. Local - Use (1%)		
4. Total Tax		
5. Penalty		
6. Interest		
7. Total Amount Due		

Do not write in the space at right.

Form ST-7A

Virginia Business Consumer's Use Tax Return Worksheet And Instructions

- Read instructions on reverse side before preparing this worksheet.
- Transfer lines indicated by the arrows to the corresponding line number on Form ST-7, Virginia Business Consumer's Use Tax Return.
- For assistance, call (804) 367-8037.

Dealer's Name _____ Acct. Number _____

Address _____ Filing Period _____

List All Purchases of Tangible Personal Property Subject to the Use Tax

Name and Address of Seller	Description of Property Purchased	Date of Purchase	Cost Price Of Property Purchased	
Total Food Purchases - Enter on Line 1, Column b below.				
Total Other Purchases - Enter on Line 2, Column b below.				
Total of All Purchases - Enter on Line 3, Column b below.				

(a) Item	(b) Cost Price	(c) Tax
1. State Food Use Tax Enter in Column (b) the total cost price of the purchases qualifying as eligible food sold for home consumption that is subject to the reduced state use tax rate. Enter in Column (c) the tax computed by multiplying the amount in Line 1, Column (b) by: - For purchases made on or after July, 1, 2005, the rate of 1.5% (.015) . - For purchases made on or prior to June 30, 2005, the rate of 3% (.03) . [Enter these amounts in the same columns on Form ST-7, Line 1]		
2. State General Use Tax Enter in Column (b) the amount of the total cost price of purchases, other than eligible food, subject to the general use tax. Enter in Column (c) the tax computed by multiplying the amount in Line 2, Column (b) by: - For purchases made on or after September 1, 2004, the rate of 4% (.04) . - For purchases made on or prior to August 31, 2004, the rate of 3.5% (.035) . [Enter these amounts in the same columns on Form ST-7, Line 2]		
3. Local Use Tax Enter in Column (b) the total cost price of all purchases subject to local use tax. [Line 1, Column (b) plus Line 2, Column (b)] Enter in Column (c) the tax computed by multiplying the amount in Line 3, Column (b) by .01 (1%). [Enter these amounts in the same columns on Form ST-7, Line 3]		
4. Total Tax Enter the total tax due. [Line 1, Column (c) plus Line 2, Column (c) plus Line 3, Column (c)]. [Enter this amount on Form ST-7, Line 4]		
5. Penalty See instructions. [Enter this amount on Form ST-7, Line 5]		
6. Interest See instructions. [Enter this amount on Form ST-7, Line 6]		
7. Total Amount Due Enter the total of Lines 4, 5 and 6. [Line 4, Column (c) plus Line 5, Column (c) plus Line 6, Column (c)] [Enter this amount on Form ST-7, Line 7]		

Do Not Mail This Worksheet. Retain For Your Records.

Instructions For Business Consumer's Use Tax Return and Worksheet

What's New: The state sales and use tax rate on sales of food for home consumption decreased from 3% to 1.5% effective July 1, 2005. This change will result in a combined state and local tax rate of 2.5% (1.5% state tax and 1% local tax). For . For additional information about new sales and use tax laws, visit our web site at www.tax.virginia.gov.

General: The use tax applies to the use, consumption or storage of tangible personal property in Virginia when the Virginia sales or use tax was not paid at the time of purchase. The use tax is computed on the cost price of the property, which is the total amount for which the property was purchased, including any services that are a part of the purchase, valued in money or otherwise, and includes any amount for which credit is given the purchaser or lessee by the seller.

One-half of the charge for maintenance contracts that provide for both parts and labor is exempt. On Lines 2 and 3, along with other taxable purchases, enter 50% of the cost price of such contracts purchased during this period.

This form is for use by businesses, including partnerships and sole proprietorships. Individuals not operating a business should file an annual consumer's use tax return, Form CU-7.

Filing: A Business Consumer's Use Tax Return, Form ST-7, must be filed on or before the 20th day of the month following the period in which the use tax liability was incurred. Returns are not required to be filed for periods in which no use tax is due.

Mail with Form ST-7 and Form ST-6B, if applicable, with your payment to the **Department of Taxation, P.O. Box 26626, Richmond, Virginia 23261-6626**, or deliver to your local commissioner of the revenue or treasurer, as soon as possible after the close of the reporting period but not later than the 20th day of the following month. Payments returned by the bank will be subject to a returned payment fee in addition to any other penalties that may be incurred.

Questions: If you have questions, please call (804) 367-8037 or write the **Virginia Department of Taxation, P.O. Box 1115, Richmond, Virginia 23218-1115**. Most Virginia tax forms can be obtained from the Department's web site, www.tax.virginia.gov, or by calling the Department's Forms Request Unit at (804) 440-2541. Tenemos servicios disponibles en Español.

Preparation Of Consumer's Use Tax Return Worksheet

- Instructions for lines not mentioned below are on the worksheet.
- Use the worksheet to compute your consumer use tax liability.
- After completing the worksheet, copy the information onto the ST-7 Consumer's Use Tax Return.
- Retain this worksheet for your records.
- List all tangible personal property subject to the tax during the period covered by the return in the section above the worksheet.

Line 1 - Enter on Line 1, column (b) the total cost price of the purchases qualifying as eligible food sold for home consumption that is subject to the reduced state use tax rate. Enter the tax on Line 1, Column (c).

Line 2 - Enter on Line 2, Column (b), the cost price of purchases, other than eligible food, that is subject to the state general use tax. Enter the tax in Column (c).

Line 3 - Enter on Line 3, Column (b) the total cost price of all purchases subject to local use tax [Line 1, Column (b) plus Line 2, Column (b)]. Enter the tax in Column (c).

Line 5 - Enter on Line 5, penalty if you file the return and/or pay the tax after the due date. The penalty for failure to file and/or pay on time is 6% of the tax due (Line 4) for each month, or part of a month, that the tax is not paid, not to exceed 30%. The minimum penalty is \$10.00.

Line 6 - Enter on Line 6, interest if you file the return and/or pay the tax after the due date. Interest is computed on the tax due on Line 4 at the rate established in Section 6621 of the Internal Revenue Code of 1954, as amended plus 2%.

Preparation Of Schedule Of Local Use Taxes (Form ST-6B)

You should file this schedule only if the Local Use Tax reported on Form ST-7 is due to more than one locality. When this occurs, enter "See Attached" in Block labeled "City or County of Use or Consumption" on Form ST-7 and complete Form ST-6B as follows:

Enter name, address, account number and the filing period in the block in the upper right hand corner. In the column headed "Tax" and on the same line with the appropriate city or county, enter local tax applicable to that locality. Any tax that you are unable to assign accurately should be entered on the "Unassigned" Line. The total local use tax reported on this form must agree with the entry on Line 4, Column (c) on Form ST-7.

Form ST-6B Virginia Schedule of Local Taxes

Do NOT staple.



Name _____

Address _____

Account Number _____

Filing Period (Year/Month) _____

Counties		Counties		Cities	
Locality Name & Code	Tax	Locality Name & Code	Tax	Locality Name & Code	Tax
Accomack 51001		King And Queen 51097		Alexandria 51510	
Albemarle 51003		King William 51101		Bedford (City) 51515	
Alleghany 51005		Lancaster 51103		Bristol 51520	
Amelia 51007		Lee 51105		Buena Vista 51530	
Amherst 51009		Loudoun 51107		Charlottesville 51540	
Appomattox 51011		Louisa 51109		Chesapeake 51550	
Arlington 51013		Lunenburg 51111		Colonial Heights 51570	
Augusta 51015		Madison 51113		Covington 51580	
Bath 51017		Mathews 51115		Danville 51590	
Bedford (County) 51019		Mecklenburg 51117		Emporia 51595	
Bland 51021		Middlesex 51119		Fairfax (City) 51600	
Botetourt 51023		Montgomery 51121		Falls Church 51610	
Brunswick 51025		Nelson 51125		Franklin (City) 51620	
Buchanan 51027		New Kent 51127		Fredericksburg 51630	
Buckingham 51029		Northampton 51131		Galax 51640	
Campbell 51031		Northumberland 51133		Hampton 51650	
Caroline 51033		Nottoway 51135		Harrisonburg 51660	
Carroll 51035		Orange 51137		Hopewell 51670	
Charles City 51036		Page 51139		Lexington 51678	
Charlotte 51037		Patrick 51141		Lynchburg 51680	
Chesterfield 51041		Pittsylvania 51143		Manassas 51683	
Clarke 51043		Powhatan 51145		Manassas Park 51685	
Craig 51045		Prince Edward 51147		Martinsville 51690	
Culpeper 51047		Prince George 51149		Newport News 51700	
Cumberland 51049		Prince William 51153		Norfolk 51710	
Dickenson 51051		Pulaski 51155		Norton 51720	
Dinwiddie 51053		Rappahannock 51157		Petersburg 51730	
Essex 51057		Richmond (County) 51159		Poquoson 51735	
Fairfax (County) 51059		Roanoke (County) 51161		Portsmouth 51740	
Fauquier 51061		Rockbridge 51163		Radford 51750	
Floyd 51063		Rockingham 51165		Richmond (City) 51760	
Fluvanna 51065		Russell 51167		Roanoke (City) 51770	
Franklin (County) 51067		Scott 51169		Salem 51775	
Frederick 51069		Shenandoah 51171		Staunton 51790	
Giles 51071		Smyth 51173		Suffolk 51800	
Gloucester 51073		Southampton 51175		Virginia Beach 51810	
Goochland 51075		Spotsylvania 51177		Waynesboro 51820	
Grayson 51077		Stafford 51179		Williamsburg 51830	
Greene 51079		Surry 51181		Winchester 51840	
Greensville 51081		Sussexville 51183			
Halifax 51083		Tazewell 51185			
Hanover 51085		Warren 51187			
Henrico 51087		Washington 51191		Unassigned	
Henry 51089		Westmoreland 51193		Unassigned 00300	
Highland 51091		Wise 51195			
Isle Of Wight 51093		Wythe 51197			
James City 51095		York 51199			
King George 51099					

Enter Total Local Taxes **▶**