

Additional House Committee Envelope Instructions

Line 14

Registers without automatic Sales Tax Calculations:

If your Register cannot, or is not programmed for, the Sales Tax function, and the tax is included in your pricing, as rung into the register, (Ex. a soda rung for \$1.00, is actually a \$0.93 sale, and \$0.07, for sales tax), then you must make some calculations.

Example: Using a 7% Sales Tax Rate, and \$1200.00 in Beer Sales, from your Register Report:

Divide the \$1200.00 (Gross Sales) by 1.07 (1+ tax rate), this equals \$1121.50, your **Calculated Actual Sales** receipts for Beer.

\$1200.00 (Gross sales) minus \$1121.50 (Calculated Actual Sales) equals \$78.50, the Sales Tax due on the Actual Sales.

Shown another way, \$1121.50 in sales, times the 7% tax rate, equals \$78.50 for Sales Taxes.

Those calculations, (used in example above), must be done for each line, 5 thru 11.

Gross Sales (from Register Tape) divided by 1.07(1+ your tax rate) = **Calculated Actual Sales**

Gross Sales minus Actual Sales = Sales Taxes Due

Enter **Calculated Actual Sales**, for each category, on lines 5 thru 11.

Total all Sales Tax Due calculations, and enter amount on **line #14**.