

Vendor's license number	TIN
Name	

Semi-Annual UST 1 TeleFile Worksheet

Enter tax return data for each line for each period.

Tax returns are due the 23rd day of the month following the period end.

Period End Date ▶		
2-Digit County Code Per Period ▶		
Line 1 – Gross sales		
Line 2 – Exempt sales		
*Line 3 – Net taxable sales		
Line 4 – Clerks of courts		
*Line 5 – Reportable taxable sales		
Line 6 – Tax liability		
*Line 7 – Discount		
*Line 8a – Additional charge		
*Line 8b – Interest owed		
*Line 9 – Net tax due		
Amount paid		
Confirmation number		

*Calculated fields

Retain for your records.

TeleFile will ask you to sign your return. TeleFile will then assign you a 10-digit confirmation number. Do not hang up until you have signed your return and received this number. **If you hang up before signing your return, your return will not be processed.** Enter the confirmation number in the space provided. It is your proof of filing. **Do not mail in this worksheet.**

DO NOT MAIL in this WORKSHEET.