



OSAGE NATION TAX COMMISSION
627 GRANDVIEW AVENUE
PAWHUSKA, OKLAHOMA 74056

RETAILER'S MONTHLY REPORT OF GOODS SOLD & TAXES COLLECTED

RETAILER'S NAME & LICENSE NUMBER

MONTH

ADDRESS

WEEKLY REPORT DATES

SIGNATURE & DATE

TELEPHONE NUMBER

SALES REPORT ALL ITEMS
(POP, SNACKS, LIGHTERS, PAPERS, ROLLING MACHINES, BLANKETS, CLOTHING, VAPES, ETC...)

- 1. TOTAL SALES _____
- 2. LESS RETURNS _____
- 3. NET SALES (LINE 1 & LINE 2) _____
- 4. COLLECTED (7.0%) _____

SALES REPORT ALCOHOL PRODUCTS (SPIRITS, WINE, BEER, ETC...)

- 5. TOTAL SALES _____
- 6. LESS RETURNS _____
- 7. NET SALES (LINE 5 & LINE 6) _____
- 8. COLLECTED (7.0%) _____

SALES REPORT ON TOBACCO PRODUCTS (CIGARETTES, CHEW, CIGARS, ETC...)

- 9. TOTAL SALES _____
- 10. LESS RETURNS _____
- 11. NET SALES (LINE 9 & LINE 10) _____

RECAP AND TOTAL REMITTANCE

- 12. TOTAL ALL ITEMS TAX COLLECTED (LINE 4) _____
- 13. TOTAL ALCOHOL TAX COLLECTED (LINE 8) _____
- 14. TOTAL TAX COLLECTED (SUM OF LINE 13 & 14) _____

FOR OSAGE NATION TREASURER OFFICE USE ONLY

DATE

CHECK #

AMOUNT

VERIFIED BY



NOTE: A DETAILED REPORT OF ALL PRODUCTS SOLD MUST BE INCLUDED

There are **3 sections**, to the report. The Tobacco section only needs the quantity sold and gross sales total. **(See Example)**

- 1. Sales Report for All Items.**
- 2. Sales Report for Alcohol.**
- 3. Sales Report on Tobacco Products.**

Each section will need a breakdown of the sales.

A detail report must include

1. A breakdown of sales by category
2. Quantity sold.
3. Gross sales for items sold.
4. ON taxes collected @ 7%.

Example

Sales report of all items			
	<u>Quantity Sold</u>	<u>Gross Sales</u>	<u>7% ON Tax</u>
Pop	50	\$ 50.00	\$ 3.50
Lighters	100	\$ 75.00	\$ 5.25
Blankets	25	\$ 4,500.00	\$ 315.00
Toys	50	\$ 125.00	\$ 8.75
		\$ 4,750.00	\$ 332.50
			Totals
Alcohol report			
	<u>Quantity Sold</u>	<u>Gross Sales</u>	<u>7% ON Tax</u>
Beer	125	\$ 250.00	\$ 17.50
		\$ 250.00	\$ 17.50
			Totals
Tobacco report			
	<u>Quantity Sold</u>	<u>Gross Sales</u>	
Cigarettes (Individual packs)	110	\$ 1,100.00	
Cigarettes (Cartons)	25	\$ 1,000.00	
Smokeless tobacco	35	\$ 280.00	
Cigars	50	\$ 150.00	
		\$ 2,530.00	
			Totals

Section 301. (f) The term “sale” or “sales”, and their derivatives, is defined to mean and include all sales, barter, trades, exchanges, or other transfer of ownership for value of property from a retailer to any person no matter how characterized.

Section 306. (a) Every retailer who shall fail to collect the taxes imposed by this article shall be liable for the full amount of the tax owed plus interest at the statutory rate until paid.

Section 197. All taxes, fees, or other charges of the Osage Nation not paid when due shall bear interest at the rate of twenty percent (20%)... from the date said taxes or fees become due until the date paid.