

For additional information, contact the Taxpayer Services Division in one of our Department of Revenue Offices:

Chattanooga	Jackson	Johnson City	Knoxville	Memphis	Nashville
(423) 634-6266	(731) 423-5747	(423) 854-5321	(865) 594-6100	(901) 213-1400	(615) 253-0600
Suite 350	Room 405 B	204 High Point Drive	Room 606	3150 Appling Road	3rd Floor
State Office Building	Lowell Thomas Building		State Office Building		Andrew Jackson Building
540 McCallie Avenue	225 Martin Luther King Blvd.		531 Henley Street		500 Deaderick Street

Tennessee residents can also call our statewide toll free number at 1-800-342-1003.

Out-of-state callers must dial (615) 253-0600.

www.TN.gov/revenue

BUSINESS TAX RETURN INSTRUCTIONS

NOTE: Enter the amounts collected during the reporting period on the appropriate lines as indicated below.

Line 1: Enter total business tax collections received from flea markets.

Line 2: Enter total business tax collections received from transient vendors.

Line 3: Enter the amount of any other business tax collections received during the reporting period.

Line 4: Total the business tax collections reported on Lines 1 through 3.

Line 5: If your account has a credit balance from an overpayment on a prior return, enter the amount on this line.

Line 6: If the return is filed and or payment is made after the due date reflected on the return, compute the amount of penalty due. Penalty is computed as follows: 1 - 30 days = 5%; 31 - 60 days = 10%; 61 - 90 days = 15%; 91 - 120 days = 20%; 121 days and over = 25%. The maximum penalty amount is 25%. The minimum penalty amount is \$15.

Line 7: If payment is made after the due date reflected on the return, compute the amount of interest due. Interest is computed using the following formula: $(\text{Line 4 minus Line 5}) \times (\text{current interest rate}) \times (\text{number of days delinquent}) / 365.25$. Enter here.

Line 8: Add Line 4, Line 6, and Line 7 and subtract Line 5 to calculate the total amount due to the state. Enter here.