

TAX FACTS

EAST BATON ROUGE PARISH

Department of Finance

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FINAL TAX FACTS NEWSLETTER

We are going green and this will be our final printed edition of the Tax Facts Newsletter. In the future, you can access our website for the Tax Facts at www.brgov.com/dept/finance/.

FREE LOCAL SALES TAX ONLINE FILING

Are you new to online Sales Tax filing?

Visit www.ParishE-File.com or www.SalesTaxOnline.com to register as a new user by creating your own username and password. Both Parish E-File and Sales Tax Online offer a secure online environment to file sales tax returns. Each website offers an easy-to-use registration feature and online filing is provided free of charge.

Haven't filed online in awhile? Forgot your username or password?

Contact the system administrator, e-Gov Systems, at (225) 215-0100.

VOLUNTARY DISCLOSURE AGREEMENTS

The City of Baton Rouge/Parish of East Baton Rouge Finance Department-Revenue Division offers to taxpayers the opportunity to self-report unpaid sales and use taxes through a Voluntary Disclosure Agreement. In exchange for reporting their tax liability, the City-Parish agrees to abate any civil and criminal penalties against the taxpayer and its officers or employees relative to the tax liability.

How does a Voluntary Disclosure Agreement Work?

Taxpayers may call the Finance Department-Revenue Division at (225) 389-3084 or send a written request for information on the Voluntary Disclosure Agreement Program to P.O. Box 2590, Baton Rouge, LA 70821. After the request is received, qualified taxpayers will be asked to sign a Voluntary Disclosure Agreement, which stipulates the reporting requirements and the associated benefits. The taxpayer is required to report and pay the tax and interest due and, if appropriate, register with the City-Parish. After payment of the tax and interest due, the penalties will be waived in full by the City-Parish.

East Baton Rouge Parish Direct Pay Permit Holders:

The City-Parish has authorized several taxpayers to remit sales and use tax directly to the government. A Direct Pay Permit allows the taxpayer to pay all of their sales and use taxes due on purchases of tangible personal property and taxable services directly to the local taxing authority. A vendor selling to an authorized Direct Pay Permit Holder is not required to charge sales tax. Direct Pay Permits cannot be used for repairs performed outside the Parish, purchases of tangible personal property picked up outside the Parish or by any contractors working for the taxpayer.

Direct Pay Permits issued by the City-Parish:

- ◆ Exxon Chemicals Americas, Baton Rouge Polyolefins Plant
- ◆ Exxon Company USA, Baton Rouge Refinery
- ◆ Exxon Chemical Company, Baton Rouge Chemical Plant, Baton Rouge Resin Finishing Plant, Baton Rouge Plastics Plant
- ◆ Georgia Pacific Corporation
- ◆ Entergy
- ◆ Baton Rouge General Hospital
- ◆ Albemarle Corporation

Sales Tax Due Dates

Following are the sales tax due dates for the third and fourth quarters of 2011:

For the Month of	Tax Due Date	Delinquent Date
July	August 1	August 23
August	September 1	September 21
September	October 1	October 21
October	November 1	November 22
November	December 1	December 21
December	January 1	January 21

Need help?

Taxpayers may contact the Revenue Division by phone, fax, or email to receive assistance between the hours of 8 a.m. and 5 p.m., Monday – Friday.

Taxpayer Assistance (225) 389-3084
Fax Number (225) 389-5369
Salestax@brgov.com

Need a Sales Tax Reporting Form? Visit our Website:

www.brgov.com/dept/finance/taxforms.htm

Department of Finance – Revenue Division
222 St. Louis Street, Fourth Floor
Baton Rouge, LA 70802
(225)389-3084 (225)389-5369 (fax)
www.brgov.com/dept/finance/tax.htm

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Remember to mail your return early! Returns bearing a U.S. postmark on or after the delinquent dates will be assessed penalty, interest, and loss of vendors' compensation.