

# Utility Users Tax Remittance Form



Utility Users Tax (UUT) is a 5% tax. UUT is due on or before the last day of each month following the month taxes were billed. For example, taxes billed in April are due by May 31<sup>st</sup>. Complete the information below and remit to:

City of Santa Rosa  
Revenue & Collections  
P.O. Box 1673  
Santa Rosa, CA 95402

Service Supplier\*: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Web Site: \_\_\_\_\_

This remittance is for the Tax Period of: \_\_\_\_\_  
Month Year

Indicate the type of utility, total revenue and taxes due:

<u>Type of Utility</u>	<u>Amount Billed</u>	<u>Taxes Due</u>
<input type="checkbox"/> Electricity <sup>+</sup>	_____	_____
<input type="checkbox"/> Gas <sup>+</sup>	_____	_____
<input type="checkbox"/> Cable	_____	_____
<input type="checkbox"/> Local Telephone	_____	_____
<input type="checkbox"/> Intrastate Telephone	_____	_____
<b>Total tax due:</b>		_____
<input type="checkbox"/> 15% Delinquency Penalty <sup>1</sup> (if applicable)		_____
<b>Total tax plus penalties:</b>		_____

*The information contained herein is true to the best of my knowledge and belief.*

_____	_____
Signature	Date
_____	_____
Print Name	Title/Position

\* Anyone metering or measuring gas and/or electricity and "reselling" it to others is considered the service supplier.  
 + Please ensure that Utility Users Tax was not collected from qualified persons who participate in PG&E's CARE Program. It is implied that by remitting this payment, you are certifying to the City of Santa Rosa that the remittance does not include taxes collected from participants in PG&E's CARE Program.  
 1 Per section 3-32.150 Penalties of Santa Rosa's City Code – (A) Taxes collected from a service user which are not remitted to the Tax Administrator on or before the due dates provided in this chapter are delinquent. (B) Penalties for delinquency in remittance of any tax collected or any deficiency determination, shall attach and be paid by the person required to collect and remit at the rate of 15 percent of the total tax collected or imposed herein. (C) The Tax Administrator shall have power to impose additional penalties upon person required to collect and remit taxes under the provisions of this chapter for fraud or negligence in reporting or remitting at the rate of 15 percent of the amount of the tax collected or as recomputed by the Tax Administrator. (D) Every penalty imposed under the provisions of this chapter shall become a part of the tax required to be remitted.