

**2002 EZ FORM PAYROLL TAX & FY 03-04 REGISTRATION RENEWAL** **DELINQUENT AFTER FEBRUARY 28, 2003**

BUSINESS TAX ID NUMBER	CERTIFICATE NUMBER	CLASS	PBC	BUSINESS LOCATION	PY	RG <b>03-04</b>
------------------------	--------------------	-------	-----	-------------------	----	--------------------

**DO NOT WRITE IN PRE-PRINTED AREAS. USE BLACK INK AND STAY INSIDE BOXES. PLEASE HAND PRINT. DO NOT TYPE. DO NOT SEND PHOTOCOPY.**

- A. Final Statement for Closed Business  Date Closed \_\_\_\_\_
- B. Neighborhood Beautification Fund Designation
- C. Does your business have a burglar alarm? Yes  No
- D. Enter the total number of SAN FRANCISCO employees as of December 31, 2002. 

--	--	--	--
- E. Number that worked 35 hours or more per week? 

--	--	--	--
- F. Number of SAN FRANCISCO business partners? (If ZERO, leave blank) 

--	--	--	--
- G. Fill in your IRS business activity code (NAICS code). See instructions. 

--	--	--	--	--	--
- H. BUSINESS TELEPHONE NUMBER 

-					
-					

1.	Total PAYROLL EXPENSE	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
2.	Total EXEMPT PAYROLL	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
3.	Total Taxable Payroll (Subtract line 2 from line 1)	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
4.	Payroll Tax Calculated (Multiply line 3 by Payroll Tax rate of 1.5%)	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
5.	If Line 4 is less than \$500, complete and return <b>only</b> the Payroll Tax Filing Exemption Declaration located at the bottom of page 2. See instructions.												
6.	If line 4 is over \$2,500.00 enter the amount from Line 4, otherwise enter zero.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
7.	Enter 2002 PREPAYMENT PAID (Do not include Registration Fees). If none, enter zero.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
8.	<b>Amount you owe.</b> (Subtract line 7 from line 6. If line 7 is larger than line 6, enter zero).	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
9.	<b>Amount to be refunded to you.</b> (If line 7 is larger than line 6, enter difference). See instructions.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
10.	LATE TAX FILING PENALTY. If filed or postmarked after <b>February 28, 2003</b> , enter penalty amount. See instructions.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
11.	LATE TAX PAYMENT PENALTY. If paid after <b>February 28, 2003</b> , enter late payment penalty. See instructions.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
12.	INTEREST. If paid after <b>February 28, 2003</b> , enter interest. See instructions.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
13.	REGISTRATION FEE if paid by <b>February 28, 2003</b> . See reverse side for fee schedule.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
14.	LATE REGISTRATION FILING PENALTY. If filed or postmarked after <b>February 28, 2003</b> , enter penalty equal to line 13.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
15.	ADMINISTRATIVE FEE OF \$35.00. If filed or postmarked after <b>February 28, 2003</b> , enter a collection cost of \$35.00.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										
16.	<b>TOTAL AMOUNT YOU OWE.</b> (Add Lines 8,10,11,12,13,14,15). Make check payable to the San Francisco Tax Collector.	\$	<table border="1" style="width: 100%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										

**THIS STATEMENT MUST BE FILED BY FEBRUARY 28, 2003 OR YOU WILL BE SUBJECT TO PENALTIES AND/OR INTEREST. IF YOUR CALCULATED PAYROLL TAX IS LESS THAN \$500, PLEASE USE THE PAYROLL TAX FILING EXEMPTION DECLARATION LOCATED AT THE BOTTOM OF PAGE 2.**

Under penalties of perjury, under the laws of the State of California, I declare that I have examined this return and to the best of my knowledge and belief, it is true, correct, and complete.

39361

B143-02



SIGN HERE X

PRINT NAME

DATE

**PLEASE DO NOT TEAR APART HERE**

**SAN FRANCISCO TAX COLLECTOR**  
 BUSINESS TAX SECTION  
 P.O. BOX 7425  
 SAN FRANCISCO, CA 94120-7425  
 TELEPHONE: (415) 554-4400

**2002 EZ FORM PAYROLL TAX & FY 03-04 REGISTRATION RENEWAL**MAKE CHECK PAYABLE TO: SAN FRANCISCO TAX COLLECTOR **DELINQUENT IF PAID OR POSTMARKED AFTER FEBRUARY 28, 2003**

BUSINESS TAX ID NUMBER	OWNERSHIP NAME																																										
A: PY TOTAL (Add Lines 8,10,11,12)	B: RG TOTAL (Add Lines 13,14)	C: ADMIN FEE (Line 15)	PAYMENT ENCLOSED (Add Boxes A,B,C)																																								
\$ <table border="1" style="width: 80%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>											\$ <table border="1" style="width: 80%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>											\$ <table border="1" style="width: 80%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>											\$ <table border="1" style="width: 80%;"><tr><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr></table>										

NOTE: Payment enclosed must equal the amount stated on Line 16. (Please write your Business Tax ID on your check.)

**INFORMATION BELOW IS FOR TAXPAYERS WITH A CALCULATED PAYROLL TAX OF LESS THAN \$500**

**IMPORTANT:** If you are filing by **February 28, 2003** and your calculated Payroll Tax is less than \$500, complete and return this bottom portion only. If you are filing **after** February 28, 2003, you must pay a late filing penalty of \$100, an administrative fee of \$35, and a late registration filing penalty equal to the registration fee. Please make check payable to the San Francisco Tax Collector.

**PAYROLL TAX FILING EXEMPTION DECLARATION**

**PERIOD COVERED: January 1 - December 31, 2002**

**DELINQUENT IF FILED OR POSTMARKED AFTER FEBRUARY 28, 2003**

BUSINESS TAX ID NUMBER	CERTIFICATE NUMBER	CLASS	PBC	BUSINESS LOCATION	PY	RG <b>03-04</b>
------------------------	--------------------	-------	-----	-------------------	----	--------------------

Please check any of the following that apply:

I.  Final Statement for Closed Business.

Date business closed: \_\_\_\_\_

J. My Payroll Expense for Year 2002:

Less than \$66.67

pay registration fee of \$25.00

between \$66.67 and \$33,333.34

pay registration fee of \$150.00

K. Fill in your IRS business activity code (NAICS code). See instructions.

--	--	--	--	--	--

L. Does your business have a burglar alarm?

Yes  No

Under penalties of perjury, under the laws of the State of California, I declare that I have examined this return, and to the best of my knowledge and belief, it is true, correct, and complete.

39641



**SIGN HERE X** \_\_\_\_\_ **PRINT NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

**IF FILING AFTER FEBRUARY 28, 2003, ADD:**

A. \$35.00 ADMIN FEE	B. \$100.00 LATE FILING	C. REG FEE + REG PENALTY (IF LATE)	TOTAL (Add A,B,C)
\$	\$	\$	\$