Completing a Zero File Tax Return:

1. Log in to your MUNIRevs Business Center and click on the "submit resort tax form"



2. Complete your tax form by entering zero in the gross sales field, then enter your name and title at the bottom. Click the orange "submit" button.

		Period: 2020-01-27	Due: 02/07/202	0 Current Time: 0	1/27/2020	Late: NO	
Gross 9	Sales						
1	Gross Sales *					0.00	
2	Total Gross Sales					0.00	
Subtra	ct Sales Not Subject to Resort Tax						
3 A	Sales Not Subject to Resort Tax						
3B	Total Sales Not Subject to Resort Tax			0.00			
Tax For	m Calculations						
4	Gross Taxable Sales			0.00			
5	Resort Tax Collected (Line 4 x .03) *			0.00			
6	MINUS Admin Fee (Line 5 x.05) *					0.00	
8	RESORT TAX DUE *					0.00	
Tax For	m Penalties and Interest						
9	Late Fee (\$30)					0.00	
10	Late Payment Interest (Line 8 x .01 per month)					0.00	
11	TOTAL TAX , LATE FEE & INTEREST DUE					0.00	
I CERTIFY	UNDER PENALTY OF PERJURY THAT THE ABOVE INFORMATI	ON IS TRUE AND CORRECT TO THE	BEST OF MY KNOWLED	GE.			
Name (as electronic signature) *	Title *		Date *			
Kristin	Kristin			01/27/2020 15:21:52			
AFTER SUBMITTING THIS FORM with the orange submit button below, ALL FILERS must continue through the shopping cart to obtain a receipt, including Zero Filers and ACH Credit remitters. Payment via ACH Credit: You must proceed through checkout. Submit your form below, moving through the cart to select the ACH credit payment method and then click Pay Now.							
Zero Return: You must complete a zero cost checkout. Submit your form below, moving through the cart to complete the zero transaction. Once a form has been properly completed, a receipt will be issued and the form will no longer appear as an open task in the Business Center.							
Save and Return to Business Center							

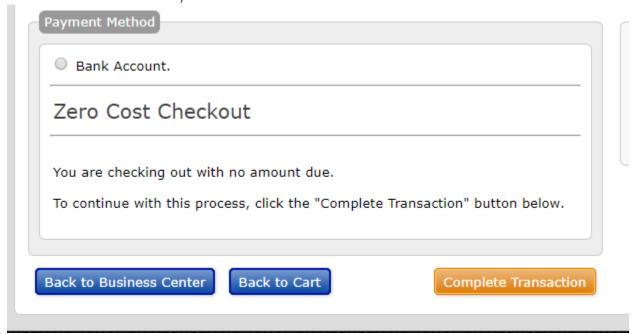
3. On the next screen, you must click the orange "payment method" button.

Resort Tax (remove)	due	\$ 0.00
555 Any Street	2/7/20	¢0.00
	Total (US Dollars)	\$0.00

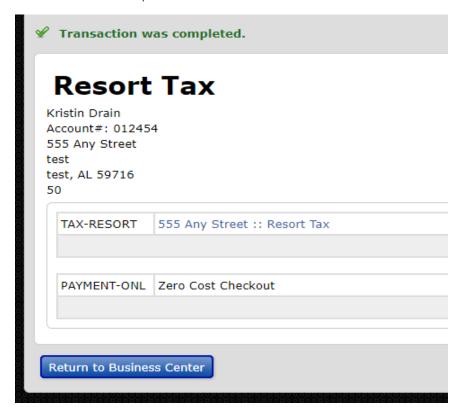
Back to Business Center

Payment Method

4. The next screen will confirm you're submitting a zero payment. You must click the orange "complete transaction" button to finalize your return.



5. When the transaction is completed, you will get confirmation on the next screen, and you will receive an email receipt.



6.	To double check that your tax form has been submitted and is not showing as delinquent, view your
	tasks in the MUNIRevs business center. If the form was submitted you should see "no tasks at this
	time".

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No tasks at this time