



**Georgia Department of Revenue**  
 Compliance Division  
 Macon Regional Office  
 6055 Lakeside Commons Dr. Ste. 220  
 Macon, GA 31210

Lynne T Riley  
 Commissioner

Staci Guest  
 Chief Tax Officer

**MISCELLANEOUS EVENTS**

<b>VENDOR</b>	
<b>ADDRESS</b>	
<b>NAME OF EVENT</b>	<b>DATE OF EVENT</b>

**INSTRUCTIONS FOR VENDOR:**

- 1) Complete vendor name, address and name of event information.
- 2) Report the amount of taxable sales (even if zero sales).
- 3) Collect Georgia Sales Tax at the rate that applies to the county in which the event is held.
- 4) Report the amount of sales tax collected.
- 5) Pay to the **GEORGIA DEPARTMENT OF REVENUE**, by check or money order, the amount of sales tax collected.
- 6) If you are registered with the **STATE OF GEORGIA for SALES AND USE TAX** and will include these sales on your regular form, please provide tax number: \_ \_ \_ \_ - - \_ \_ \_ \_ \_ .

COUNTY		TAX RATE	%
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<b>TAXABLE SALES</b>		<b>TAX COLLECTED</b>	
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<b>AT THE CLOSE OF THE EVENT, THIS FORM WITH TAX COLLECTED SHOULD BE:</b>	
<input type="checkbox"/> Returned to the Revenue Agent on duty	<input checked="" type="checkbox"/> Mailed within 7 days following close of event (ENVELOPE PROVIDED)

Should you have any questions, please contact:

**Lynn Borders**  
**Georgia Dept. of Revenue**  
**6055 Lakeside Commons Dr. Ste. 220**  
**MACON, GA 31210**  
**(478) 471-3550**