

PREPARED FOOD AND LIQUOR TAX QUESTIONNAIRE

The Village of Arlington Heights imposes a one and one quarter percent tax on the sale of prepared food and beverages. This is in addition to existing Federal and State taxes. Prepared Food and Beverage Taxes are due monthly. **Payment must be made to the Village by the 20th of each month for the preceding month.** Payment received after the due date will be charged a late penalty of 10% of the unpaid tax per month.

PLEASE CHECK THE BOX WHERE THE INVOICE IS TO BE MAILED.

Business Name: _____

Address: _____

City/State/Zip: _____ Phone # _____

FEIN #: _____ IL Sales Tax # _____

Date Business Commenced: _____

Company / Corporate Name: _____

(If different than Business name)

Company/Corporate Address: _____

City/State/Zip: _____ Phone # _____

Owner / Manager's Name: _____

Address: _____

City/State/Zip: _____ Phone # _____

PLEASE REVIEW THE ATTACHED SUMMARY AND CHAPTER 11, ARTICLE VIII PREPARED FOOD AND LIQUOR TAX OF THE MUNICIPAL CODE BEFORE ANSWERING THE FOLLOWING QUESTIONS:

1. Is your business liable for collection and payment of the Prepared Food and Beverage Tax?

Yes _____ No _____

If Question 1 is answered "**No**", please respond to question #3.

If Question 1 is answered "**Yes**", please respond to the following:

2. Which item(s) does your business sell at retail:

Prepared Food _____ Alcoholic Liquor _____

3. Please list the reason why your business is not liable for collection and payment of the Prepared Food and Liquor Tax:

Please return to:

Pamela Wilkiel – Administrative Assistant, Finance Department
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005-1499