



# PROVINCIAL SALES TAX

2350 Albert Street Regina, SK S4P 4A6

Account Number: \_\_\_\_\_

Return Period \_\_\_\_\_ Due Date \_\_\_\_\_

Name: \_\_\_\_\_

Signature \_\_\_\_\_ Telephone Number \_\_\_\_\_

I certify that the information contained herein is to the best of my knowledge accurate.

- ▶ **Has your Business Closed, or Address Changed?**
  - Please complete the Change Notification below and return it with your payment and this tax return.
- ▶ **Penalty and interest are applied to returns filed after the due date.**
- ▶ **If no tax is due, a "Nil" return must be filed.**

## Return

**Total Sales**  
( Box A from worksheet )

**Net Tax Collected**  
( Box B from worksheet )

**Net Tax on Consumption**  
( Box E from worksheet )

**Account Balance**  
( Box G from worksheet )

**Remittance Enclosed**  
( Box I from worksheet )

Please Print Clearly in Boxes Below.


- File online at [www.gov.sk.ca/finance/taxes/efile](http://www.gov.sk.ca/finance/taxes/efile)
- Pay by online banking or cheques to Minister of Finance
- DO NOT staple anything to this return.

\*\*\*\*\* NOT NEGOTIABLE at either a bank or credit union. \*\*\*\*\*

## SASKATCHEWAN PROVINCIAL SALES TAX RETURN WORKSHEET

△ Detach at the perforation and return the stub above with your payment. △

Return Period	Due Date	Last Payment Received	Return
<b>STEP 1</b>	<b>Total Sales</b> ▶ Enter the total sales before taxes for the reporting period as listed in your records.		<b>A Total Sales</b> _____
<b>STEP 2</b>	<b>Net Tax Collected</b> ▶ Enter the tax collected on the sale of taxable goods & services for this period, net of any credits applied internally. For information on calculating and applying credits see the PST worksheet supplement on our website. The net amount reported in Box B cannot be less than zero.		<b>B Net Tax Collected</b> _____
<b>STEP 3</b>	<b>Net Tax on Consumption</b> ▶ Enter the total tax payable on goods and services for your own use that were taken from inventory or purchased from a supplier who did not charge you the tax, net of any credits applied internally. For information on calculating and applying credits see the PST worksheet supplement on our website. The net amount reported cannot be less than zero.		<b>E Net Tax on Consumption</b> _____
	<b>Net Tax Payable</b> ( Box B plus box E )		<b>F Net Tax Payable ( B + E )</b> _____
<b>STEP 4</b>	<b>Account Balance</b> ( As of the date this form was printed.) Add if positive, subtract if negative.		<b>G Account Balance</b> _____
	<b>Net Amount Payable</b> ( Box F plus or minus box G )		<b>H Net Amount Payable ( F + or - G )</b> _____
<b>STEP 5</b>	<b>Remittance Enclosed</b> ▶ If no tax is payable for this period, a "Nil" return must be filed by entering zero in box I.		<b>I Remittance Enclosed</b> _____

\*\*\*\* Please transfer your worksheet figures from Boxes A, B, E & I to the coloured boxes on the return above. Thank you.

△ Detach at the perforation and return the stub below with your new information. △

## CHANGE NOTIFICATION

Account Number: \_\_\_\_\_ Name: \_\_\_\_\_

**Business Closed:** (Check the box & provide details below)

Date of Closure: (MM DD YYYY)

Reason for Closure:

**If business was sold, please provide details below.**

Purchaser Name:

Purchaser Phone Number:

**Address / Name Change:** (Check the appropriate box & provide details below)

**Mailing**       **Business Name**       **Location**

Business Name (If Applicable):

Apt. Number: \_\_\_\_\_ Street or Post Office Box: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_