



## 2009 PENNSYLVANIA SALES, USE AND HOTEL OCCUPANCY TAX RETURNS TAX PERIODS AND ADMINISTRATIVE DUE DATES

REV-819 AS (09-08)

<b>MONTHLY FILERS</b>		<b>QUARTERLY FILERS</b>		<b>SEMI-ANNUAL FILERS</b>	
<u>Tax Period</u>	<u>Tax Period</u>	<u>Tax Period</u>	<u>Tax Period</u>	<u>Tax Period</u>	<u>Tax Period</u>
<u>End Dates</u>	<u>Due Dates</u>	<u>End Dates</u>	<u>Due Dates</u>	<u>End Dates</u>	<u>Due Dates</u>
01/31/2009	02/20/2009	03/31/2009	04/20/2009	06/30/2009	08/20/2009
02/28/2009	03/20/2009	06/30/2009	07/20/2009	12/31/2009	02/22/2010
03/31/2009	04/20/2009	09/30/2009	10/20/2009		
04/30/2009	05/20/2009	12/31/2009	01/20/2010		
05/31/2009	06/22/2009				
06/30/2009	07/20/2009				
07/31/2009	08/20/2009				
08/31/2009	09/21/2009				
09/30/2009	10/20/2009				
10/31/2009	11/20/2009				
11/30/2009	12/21/2009				
12/31/2009	01/20/2010				

File electronically using e-TIDES at



*See reverse side for filing instructions.*

## TO FILE OVER THE INTERNET:

**First time e-TIDES users, a one time two-step registration process is necessary.**

Go to **[www.etides.state.pa.us](http://www.etides.state.pa.us)** to begin and create a User ID and Password.

### Step One

- Select "Enter e-TIDES"
- Select "Register" located at the bottom of the page
- Select "I Agree" to the e-Signature Agreement to create your User ID and Password  
\*(write your USER ID and PASSWORD below and keep them in a secure location)

### Step Two

- Select "Register Enterprise" on the left side bar
- Choose your tax type and select Next
- Select "I Agree" to the Agreement
- Enter your Account Number, Entity ID and Type of Entity ID, select Next
- Select "File" at the bottom and begin using e-TIDES

### Additional On-line help

- For Quick Step Setup instructions and other information, select Instructions on the left side bar of the e-TIDES screen
- E-TIDES Online Demonstration Site
- Online Customer Service Center at **[www.revenue.state.pa.us](http://www.revenue.state.pa.us)**

\*USER ID \_\_\_\_\_

\*PASSWORD \_\_\_\_\_

**IMPORTANT:** Keep USER ID and PASSWORD information in a secure location

## TO FILE OVER THE TELEPHONE:

Dial the Business Tax TeleFile number: 1-800-748-8299

All filers (Monthly, Quarterly, and Semi-annual) will need to provide the following information:

- 8-digit PA Sales Tax Account ID Number
- 9-digit Entity ID (EIN or SSN associated with sales tax number)
- 8-digit tax period end date (see reverse side)
- Gross PA Sales
- Net Taxable PA Sales
- Amount of PA Sales Tax collected
- Amount of Use Tax due – if any
- Any applicable credits – (TPPR/other)
- Corresponding amounts for Philadelphia and/or Allegheny Counties (if applicable)
- Banking information (ABA routing number, bank account number, bank account type) for ACH Debit (Please confirm this information with your financial institution)

A confirmation number will be received as proof of filing. Please record this number for future reference.