

# TEXAS SPECIAL USE TAX REPORT FOR PRINTERS

*You have certain rights under Chapters 552 and 559, Government Code, to review, request, and correct information we have on file about you. Contact us at the address or toll-free number listed on this form.*

c. Taxpayer number

d. Filing period

e.

f. Due date

Name and mailing address

- Do NOT write in shaded areas.
- Sign and date this report.
- TYPE or PRINT all information.

A printer who is not required to collect tax on the sale of printed materials because the transaction meets the requirements of subsection (d)(7) of 34 TAC §3.286 must file a quarterly special use tax report with the Comptroller on or before the last day of the month following the quarter. The special use tax report must contain the name and address of each purchaser with the sales price and date of each sale. The printer is still required to file sales and use tax returns to report and remit taxes that the printer collected from purchasers on transactions that do not meet the requirements of subsection (d)(7) of 34 TAC §3.286. **DO NOT USE THIS FORM TO REPORT EXEMPT SALES FOR RESALE OR SALES TO EXEMPT ENTITIES.**

**Who must file:** Printers who sell printed materials in Texas are not required to collect tax if:

(A) the printed materials are produced by a web offset or rotogravure printing process;

(B) the printer delivers those materials to a fulfillment house or to the United States Postal Service for distribution to third parties who are located both in Texas and outside of Texas; and

(C) the purchaser issues an exemption certificate that contains the statement that the printed materials are for multistate use and the purchaser agrees to pay Texas all taxes that are or may become due to the state on the taxable items that are purchased under the exemption certificate.

**When to file:** The special use tax report is due on the last day of the month following the end of the quarter.

Purchaser's name	Sales tax permit number (if available)	Sales price (Whole dollars only)
		\$
Purchaser's address (Street)	City	State ZIP code
		Date of sale

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Taxpayer's name	<b>Mail to: COMPTROLLER OF PUBLIC ACCOUNTS 111 E. 17th Street Austin, Texas 78774-0100</b>
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**I declare that the information in this document and on any attachments is true and correct to the best of my knowledge.**

 Taxpayer or duly authorized agent	Date	Daytime phone (Area code and number)
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