



Town of Mead

CONSTRUCTION USE TAX RECONCILIATION RETURN

General Contractor Name _____

Street Address _____

Town, State Zip Code _____

Business Structure (Corp, JV, LLC, LLLP, LLP, LP, 501(c)3, Other Non-Profit, S-Corp) _____

FEIN/SSN/TIN _____

Project Name and/or Number(s) _____

Project Location _____

A _____

Please submit this form along with:

- 1) The final AIA progress bill or construction invoice(s) that supports the final price of the completed project
- 2) The final job cost accounting records & subcontractor affidavits (*actual method only*)
- 3) Receipts showing Town of Mead sales tax paid on construction materials (optional)

This reconciliation must be submitted to the Town of Mead, along with any tax due within 90 days of the project completion date.

Additional inquiries or audits by the Town may be performed on this construction project to determine if the total building materials and non-building materials in the total valuation have had proper tax paid.

B Calculation of use tax due or to be refunded:

Amount	Instructions
\$ -	1 Original Contract Price
\$ -	2 Total Change Orders
\$ -	3 Total Completed Contract Price (Sum lines 1+2)
\$ -	4 50% of line 3
\$ -	5 Use Tax Due (Multiply line 4 by 3.0%)
\$ -	6 Total Town use tax permit prepayment deposits (3.0%)
\$ -	8 Mead Town sales tax paid for construction materials to vendors (see sales tax credit worksheet)
\$ -	9 SUM of all taxes paid on permit(s) and to vendors
\$ -	10 If line 5 is greater than line 9, additional use tax is owed
\$ -	11 If line 5 is less than line 9, a refund is due - skip to Section C

Under penalty of perjury, I declare that I have examined this Construction Project Reconciliation Return and it is true and correct to the best of my knowledge and belief.

(Date)

(Phone No.)

(Signature)

(Printed Name)

(Title)

(E-mail Address)

This section for Town use only:

The Mead Finance Department hereby certifies that the contractor named above has paid in full all Mead Sales and Uses Taxes due under this contract.

(Date)

(Title)

(Town Representative Signature)

(Printed Name)