



CITY OF EVANSTON MUNICIPAL UTILITY TAX RETURN STATEMENT

Statement of Tax Receipts under the Provisions of City of Evanston, Municipal Code, Title 3, Chapter 2, "Municipal Utility Tax". This return must be filed on or before the 20th day of the calendar month, succeeding the end of the monthly filing period. If the return is filed late, a penalty of 10% per month or part thereof is assessed. A single check may be issued for multiple locations; however a separate tax statement is required for each store location and month.

Please mark (X) the appropriate month(s) for payment.

_____ January	_____ April	_____ July	_____ October
_____ February	_____ May	_____ August	_____ November
_____ March	_____ June	_____ September	_____ December

Corporation / Partnership Name: _____

DBA: _____

Address of Business: _____

1.) Gross Receipts

2.) TAX AMOUNT DUE <i>(Multiply Line 1 by 5% or 0.05):</i>	\$
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** If late complete 3 thru 6:*

3.) Late fee percentage (Multiply line 2 by 10% or .10)	
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4.) Months Delinquent	
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5.) TOTAL PENALTY DUE: (Multiply Lines 3 & 4)	\$
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6.) TOTAL TAX AND PENALTY DUE: (Add Lines 2 & 5)	\$
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Under penalties as provided by law, the undersigned attests that this tax return is true and accurate to the best of his/her knowledge and belief and is taken from the books and records of the business for which this is filed.

Signature of Tax Payer

Title

Phone Number

Signature of Person Preparing Return

Print Tax Preparer's Name

Phone Number

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Payment instructions:

1. This return can be paid in person at the Revenue Office at the Civic Center at 2100 Ride Ave, Evanston, IL 60201.
2. Mail this completed form along with a check for the tax due to:
City of Evanston
Attn: Revenue Office
2100 Ridge Ave
Evanston, IL 60201
3. Online payments
 - Coming in 2018. A separate correspondence will follow with detailed instructions.