



BALDWIN COUNTY
SALES, USE & LICENSE DEPARTMENT
P O BOX 189
Robertsdale, AL 36567

(251) 928-3002 Eastern Shore
(251) 943-5061 South Baldwin
(251) 937-9561 North Baldwin
(251) 972-6836 **FACSIMILE**
salesandusetax@baldwincountyal.gov

Dear Baldwin County Festival Participant:

BUSINESS LICENSE

You may be required to purchase a state/county business license for Baldwin County.

Please see the enclosed Vendor Business License Check List enclosed.

If you have questions, please call the number listed on the Business License Check List. You may mail in your application with payment to the address listed on the Business License Check List, or you may go by any of the Baldwin County Probate offices located in Baldwin County to purchase your license.

Failure to obtain a state/county license may result in a citation issued with additional penalty, interest and fees.

Acceptable payment methods are listed at the bottom of Vendor Business License Check List.

SALES TAX

See the reverse side of this letter for the TAX form to be completed to report your sales tax to Baldwin County. Your sales tax payment is due no later than the twentieth (20th) of the month following the event. Please attach your check or money order to the form and return in the enclosed envelope.

WHO FILES: Everyone registered for a booth or making tangibles sales during a festival event held within Baldwin County.

Note: If you had zero sales or did not attend, please complete the tax form noting your particular situation.

PLEASE NOTE:

If you have an individual sales tax account and will be combining these festival sales with your other sales, please list your Baldwin county Tax ID number on the tax form. Also, please include your Social Security or Federal ID number.

If you have questions regarding this tax or need help in computing your tax, please contact this office at one of the numbers listed above.

Office Use Only
Batch # _____
Ck/Cash _____
Amount _____



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Due no later than APRIL 20, 2023

Festival Tax ID #21885 LOC# _____

FAIRHOPE ARTS & CRAFTS
MARCH 17-19 2023

Refer to letter on reverse side for instructions on completing this form and mailing payment.

Owner Name _____ Phone # _____

Business Name _____ SS# / FEIN# _____

Email: _____

Address _____ City _____ State _____ Zip _____

*****I will file these sales on my Baldwin County tax id# _____. Please complete your sales total for this festival then list the Baldwin County id# in which you will file and pay these taxes.***

*****If you are familiar with the My Alabama Taxes electronic filing system, you may submit your payment using the festival number 21885 in the Baldwin County column.***

\$ _____ **LIST Gross Sales-** The sales tax rate for Baldwin County is **3%** and is collected on gross proceeds of all sales of tangible personal property, crafts, furniture, artwork, food, etc. during the event.

\$ _____ **Total Tax Due** (3% x gross sales)

\$ _____ **Less Discount – IF PAID ON TIME**
5% of the tax due if \$100.00 or less
2% of tax due on any amount over the first \$100.00.

\$ _____ **Add 20% Penalty** on the **Tax Due** if filed and or paid late
10% failure to file, 10% failure to pay.

\$ _____ **Add Interest** on the **Tax Due** if filed late. *Please see <http://revenue.alabama.gov/salestax/interest.cfm> for current rates. Current Interest Rate ÷ 365 days = daily rate. Daily rate x number of days late = interest rate due.

\$ _____ **Total Amount** for which remittance is attached.

This return, including accompanying schedules or statements, has been examined by me and is to the best of my knowledge and belief a true and complete return made in good faith, for the period stated.

This ____ day of _____, 2023. Signature _____

****Please make check payable to Baldwin County Sales & Use Tax Dept.****
All returned checks will be assessed a \$30.00 service charge.

* I M P O R T A N T *

FAIRHOPE ARTS & CRAFTS

ONLINE FILING INSTRUCTIONS FOR BALDWIN COUNTY TAXES

If you choose to file your Festival Sales Tax online through the My Alabama Taxes (MAT) electronic filing system, the following instructions must be followed to ensure proper posting of your tax return and remittance.

Vendors who do not have a Baldwin County Tax ID# must submit the online return/ payment indicating “One-Time Filing” and using the festival number 21885 in the City/County Tax Acc’t# field in the Baldwin County column.

See examples of the MAT local return table below:

Filter	
1 - 1 of 1 1	
Non-State Administered	<input checked="" type="checkbox"/>
Locality Name	BALDWIN COUNTY
Locality Code	7002
Tax Type	Sales Tax
Rate Type	General
One-Time Filing	<input checked="" type="checkbox"/>
City/County Tax Acc't #	One-Time Filing
Gross Amount	0.00
Deductions	0.00
Taxable Amount	0.00
Tax Rate	3.0000
Gross Tax	0.00
Copy Record	
Delete this Record	

Click on the “One-Time Filing” wording and overwrite it with the festival number: 21885

Completed example for Baldwin County filing:

Filter	
1 - 1 of 1 1	
Non-State Administered	<input checked="" type="checkbox"/>
Locality Name	BALDWIN COUNTY
Locality Code	7002
Tax Type	Sales Tax
Rate Type	General
One-Time Filing	<input checked="" type="checkbox"/>
City/County Tax Acc't #	20779
Gross Amount	3,245.50
Deductions	0.00
Taxable Amount	3,245.50
Tax Rate	3.0000
Gross Tax	97.37
Copy Record	
Delete this Record	

If you do have a Baldwin County Tax ID#, then you should include your festival sales when you file your taxes as normal. **You will also need to complete and return the Festival Sales Tax Return provided in this packet, and correctly note that you will file the festival tax on your Baldwin County tax id#.** (If you file and pay the festival taxes online, do not send payment with the Festival Sales Tax Return.)

HARRY D'OLIVE, JR.
Baldwin County Judge of Probate
P O Box 459
Bay Minette, AL 36507
Phone (251) 937-0260

Vendor Business License Check List

Any person, firm, or corporation is required by State law to obtain a business license to engage in or carry on any business, or do any act for which a license is required. Attendance in a festival could require **additional** license sections to any license sections that you may already have.

Festival Attending _____ Event Date _____

<u>Required</u>	<u>Section Codes</u>	<u>Fees</u>
_____	Section 174 -Transient Vendor (Per Stand)	# _____ X <u>31.00</u> = \$ _____
_____	Section 069 - Soft Drinks – Cans, Bottles	# _____ X <u>4.75</u> = \$ _____
_____	Section 069 - Soft Drinks – Tap / Coffee	# _____ X _____ = \$ _____
_____	Section 091 - Deli	# _____ X <u>16.00</u> = \$ _____
_____	Section 153 - Sandwiches Only	# _____ X <u>8.50</u> = \$ _____
_____	Section 087 - Manufacturing – (minimum)	# _____ X <u>16.00</u> = \$ _____
_____	Section 140 - Traveling Photographer	# _____ X <u>16.00</u> = \$ _____
_____	Section 163 - Street Fair (over 35 devices)	# _____ X <u>226.00</u> = \$ _____
_____	Section 163 * Street Fair (under 35 devices)	# _____ X _____ = \$ _____
_____	Section 143 - Pistols, Revolvers, Knives	# _____ X <u>151.00</u> = \$ _____
_____	Section 158 * Shotguns, Rifles, Ammunition	# _____ X _____ = \$ _____
_____	Section _____	# _____ X _____ = \$ _____
*Contact probate for these specific fees		Mail Fee \$ <u>1.00</u>
Food Permit # _____		Total Balance Due \$ _____

-----↓ ↓ INFORMATION REQUIRED ↓ ↓-----

Federal ID # _____ or SS# _____

Business Name _____ Phone _____

Owner Name _____ Phone _____

Partner Name _____ Phone _____

Mailing Address _____

Mailing City / State/ Zip _____

Physical Location _____

Vendor Signature _____ Date _____

Acceptable Payment: Cash, Money Order, or checks with pre-printed ALABAMA address. Counter checks will NOT be accepted. Make check payable to Judge of Probate.