

# Sales Tax Refund Request Unit Form (For Local, Council, and Region Use)

- |                          |  |  |
|--------------------------|--|--|
| <input type="checkbox"/> | Taxes Paid January 1–June 30, 2017     | Due to Council / Region August 1, 2017   |
| <input type="checkbox"/> | Taxes Paid July 1–December 31, 2017    | Due to Council / Region February 1, 2018 |
| <input type="checkbox"/> | Taxes Paid January 1–December 31, 2017 | Due to Council / Region February 1, 2018 |
| <input type="checkbox"/> | Taxes Paid January 1–June 30, 2018     | Due to Council / Region August 1, 2018   |

Region/Council \_\_\_\_\_

PTA Unit Name \_\_\_\_\_

School Address \_\_\_\_\_

President's Name \_\_\_\_\_

Email or Phone \_\_\_\_\_

Treasurer's Name \_\_\_\_\_

Email or Phone \_\_\_\_\_

<b>Utah PTA Tax Exempt #12510060-002-STC</b>	Office Use:
EIN #: _____	Check # _____
Date Bylaws Approved _____	Date: _____
Have Membership Dues Been Paid? YES / NO	

Total Sales Tax \$ \_\_\_\_\_  
(From back)

*Utah PTA State Office will deduct a \$2.00 handling fee. If refund is under \$20.00, handling fee is waived.*

Please list data about tax paid on the reverse side, or attach a computer-generated report of that information.

I certify that the information on this form is accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

*(Please refer to Instructions for Submitting Sales Tax Refund Request forms.)*

