CITY OF CHESAPEAKE, VIRGINIA
Commissioner of the Revenue

Return To: Commissioner of Revenue Business Tax Dept.
P.O. Box 15285
Chesapeake, VA 23328-5285
757-382-6738; 757-382-6739; 757-382-8822 fax
email: bustax@cityofchesapeake.net

FOOD AND BEVERAGE TAX REPORT

ACCOUNT #:	MONTH/YEAR	DUE DATE

Trade Address:

Mailing Address:

		1. GROSS RECEIPTS SUBJECT TO TAX	
		2. EXEMPT SALES	
APPLICANT		3. NET RECEIPTS SUBJECT TO TAX	
C/O if indicated		4. TAX: 5.5% OF LINE 3	
TRADE NAME		5. PENALTY 5% (per month) of line 4	
STREET		6. **TOTAL TAX DUE**	
CITY, STATE, ZIP CODE			

CERTIFIED SIGNATURE DATE

Return Due and Payable On or Before 20th Day of Reporting Month
MAKE CHECKS PAYABLE TO "CITY OF CHESAPEAKE" (YOUR CHECK IS YOUR RECEIPT)

Complete and Return Upper Portion with Payment - Retain Lower Portion for Your Records

CALCULATING RECEIPTS SUBJECT TO TAX:

Gross sales receipts (Total sales for reporting month)	
Deduct Non-prepared food sales	
Deduct Virginia State Sales Tax collected (6%)	
Deduct City Food & Beverage Tax collected (5.5%)	
1. GROSS RECEIPTS SUBJECT TO CITY FOOD & BEVERAGE TAX	
2. Deduct any exempt sales (Certificates on file)	
3. NET RECEIPTS SUBJECT TO CITY FOOD & BEVERAGE TAX	
4. Multiply line 3 by .055 (5.5%) = Tax Amount Due	

If remitting late payment after the 20th of the month deadline:

5. Multiply the tax amount due (line 4) by .05 (5%) = Penalty	
6. Add line 5 to line 4 and remit Total Tax due	

If you have any questions, please contact the Commissioner of the Revenue's Office
757-382-6738; 757-382-6739; bustax@cityofchesapeake.net