

---

**CITY OF HARVEY  
EXCISE TAX ON LIQUOR BY THE DRINK  
(HARVEY MUNICIPAL CODE CHAPTER 3-34)  
MONTHLY TAX RETURN FORM**

---

**For Reporting Period:** \_\_\_\_\_ (MM/YY) (Month/year which alcoholic liquor was sold)

**Due Date:** \_\_\_\_\_ (MM/YY) Due on or before 30<sup>th</sup> day of month following reporting period  
(e.g. November 2019 Reporting Period tax return Due Date is December 30, 2019)

**Preparer Name, Address & Phone**

**Liquor Licensee Name, Address & Phone**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMPUTATION OF TAX COLLECTION**

1. **Gross Sales of Beer during Reporting Period:** \$ \_\_\_\_\_
2. **Average Cost of Beer sold during Reporting Period  
calculated per gallon (128 fluid ounces):** \$ \_\_\_\_\_/gallon
3. **Number of Gallons of Beer Sold During Reporting Period:** \_\_\_\_\_
4. **Subtotal Taxes Due (line 3 x 0.29):** \$ \_\_\_\_\_
  
5. **Gross sales of alcoholic liquor other than beer containing less  
than 14% of alcohol by volume (ABV) during Reporting Period:** \$ \_\_\_\_\_
6. **Average Cost of alcoholic liquor other than beer containing less  
than 14% ABV sold during Reporting Period  
calculated per gallon (128 fluid ounces):** \$ \_\_\_\_\_/gallon
7. **Number of Gallons of alcoholic liquor other than beer containing less  
than 14% ABV sold during Reporting Period:** \_\_\_\_\_
8. **Subtotal Taxes Due (line 7 x 0.36):** \$ \_\_\_\_\_
  
9. **Gross sales of alcoholic liquor containing between  
14% and 20% ABV during Reporting Period:** \$ \_\_\_\_\_
10. **Average cost of alcoholic liquor containing between  
14% and 20% ABV sold during Reporting Period  
calculated per gallon (128 fluid ounces):** \$ \_\_\_\_\_/gallon
11. **Number of Gallons of alcoholic liquor containing between  
14% and 20% ABV during Reporting Period:** \_\_\_\_\_
12. **Subtotal Taxes Due (line 11 x 0.89):** \$ \_\_\_\_\_
  
13. **Gross sales of alcoholic liquor containing more than  
20% ABV during Reporting Period:** \$ \_\_\_\_\_
14. **Average cost of alcoholic liquor containing more than 20% ABV  
sold during Reporting Period  
calculated per gallon\*\* (128 fluid ounces):** \$ \_\_\_\_\_/gallon

15. Number of Gallons of alcoholic liquor containing more than 20% ABV during Reporting Period:

16. Subtotal Taxes Due (line 15 x 2.68): \$ \_\_\_\_\_

17. SUBTOTAL TAXES DUE (Add lines 4 + 8 + 12 + 16): \$ \_\_\_\_\_

(Check one)

\_\_\_\_\_ No Penalty (Return timely filed) [See Line 18]

\_\_\_\_\_ Penalty applies (Return filed after Due Date) [See Line 19]

\_\_\_\_\_ # of Months Late (Skip if timely filed)

18. DEBIT: Reimbursement for administrative collection duties if remitted on or before due date (line 17 x 0.175): (- \_\_\_\_\_)

19. Late Payment Penalty for any amount of tax due not paid to City on or before Due Date, penalty is based on # of months late (Calculate by multiplying tax due by applicable rate)

Taxes Due [line 17] \_\_\_\_\_

x [rate for # of months late] \_\_\_\_\_ = Penalty Due: \$ \_\_\_\_\_  
(\$25 minimum)

Months Late	Rate	Months Late	Rate	Months Late	Rate	Months Late	Rate	Months Late	Rate	Months Late	Rate
1	0.0100	13	0.1381	25	0.2824	37	0.4451	49	0.6283	61	0.8349
2	0.0201	14	0.1495	26	0.2953	38	0.4595	50	0.6446	62	0.8532
3	0.0303	15	0.1610	27	0.3082	39	0.4741	51	0.6611	63	0.8717
4	0.0406	16	0.1726	28	0.3213	40	0.4889	52	0.6777	64	0.8905
5	0.0510	17	0.1843	29	0.3345	41	0.5038	53	0.6945	65	0.9094
6	0.0615	18	0.1961	30	0.3478	42	0.5188	54	0.7114	66	0.9285
7	0.0721	19	0.2081	31	0.3613	43	0.5340	55	0.7285	67	0.9477
8	0.0829	20	0.2202	32	0.3749	44	0.5493	56	0.7458	68	0.9672
9	0.0937	21	0.2324	33	0.3887	45	0.5648	57	0.7633	69	0.9869
10	0.1046	22	0.2447	34	0.4026	46	0.5805	58	0.7809	70	1.0068
11	0.1157	23	0.2572	35	0.4166	47	0.5963	59	0.7987	71	1.0268
12	0.1268	24	0.2697	36	0.4308	48	0.6122	60	0.8167	72	1.0471

20. TOTAL DUE (Line 17 - Line 18) or (Line 17 + Line 19): \$ \_\_\_\_\_

21. TOTAL PAYMENT REMITTED TO CITY WITH THIS RETURN\*: \$ \_\_\_\_\_

\* If different than amount shown on line 21, please attach a brief explanation hereto and provide the contact information of both the preparer and licensee.

\*\* To compute number of gallons of spirits subject to the tax for a mixed drink sale by on-premises licensees, calculate only the amount of fluid ounces of spirit(s) in a given mixed drink (e.g., 1.5 oz. per mixed drink)

Initial statement if applicable:

\_\_\_\_\_ Licensee did not maintain records breaking down liquor sales by percentage ABV as required by Chapter 3-34 of the City of Harvey Municipal Code during the Reporting Period. Licensee has maintained records reflecting sales by drink category (beer, wine and spirits). In such event, beer sales are to be reported in Lines 1 -4 of this form, wine sales are to be reported in Lines 5 – 8 of this form, and spirits sales in Lines 13 – 16 of this form.

\_\_\_\_\_ Licensee did not maintain records breaking down liquor sales by percentage ABV as required by Chapter 3-34 of the City of Harvey Municipal Code during the Reporting Period and has not maintained records itemizing sales by drink category (beer, wine and spirits). During the Reporting Period, licensee made \$ \_\_\_\_\_ in gross sales of alcoholic beverages.

***Under penalties of perjury and other penalties provided by law, I declare that I have examined this return and to the best of my knowledge and belief it is true, correct and complete. I further declare that the information set forth herein is taken from the books and records of the entity for which this return is filed.***

\_\_\_\_\_  
Signature of Preparer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Tax Collector

\_\_\_\_\_  
Date

**Please deliver in person to City Clerk or mail this completed return and a check for the amount shown on Line 21 to:**

City Clerk  
City of Harvey  
15320 Broadway Avenue  
Harvey, IL 60426