



|                        |
|------------------------|
| NAME                   |
| ADDRESS                |
| CITY, STATE & ZIP CODE |

# STM

I HEREBY CERTIFY THAT THIS RETURN, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS A TRUE, CORRECT AND COMPLETE RETURN.  
 SIGNATURE OF OWNER, PARTNER OR AUTHORIZED AGENT

|                               |                         |
|-------------------------------|-------------------------|
| TITLE                         | DATE                    |
| FEDERAL IDENTIFICATION NUMBER | RETURN FOR MONTH ENDING |

FORM T-204M REV'D 7/2011

NET SALES AND USE TAX DUE AND PAID \$ \_\_\_\_\_.



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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
DEPARTMENT OF REVENUE  
DIVISION OF TAXATION

**THESE RETURNS ARE TO BE USED BY SELLERS OF TANGIBLE PERSONAL PROPERTY.  
CONSUMERS WHO ARE NOT RETAILERS SHOULD USE FORM T-205 FOR REPORTING USE TAX.**

**ELECTRONIC FUNDS TRANSFER (EFT) IS MANDATED FOR SOME TAXPAYERS. BOTH ACH CREDIT AND ACH DEBIT  
METHODS ARE AVAILABLE. FOR INFORMATION CONTACT THE DIVISION'S EFT SECTION AT (401) 574-8484.**

**INSTRUCTIONS FOR PREPARING MONTHLY SALES & USE TAX RETURN**

To report sales and use tax for each month, locate the return for the month you need to report and enter the amount of sales and use tax due for that month. If you have no tax due for the month, enter "- 0 - ". No other sales or deduction information is reported on these returns. The tax reported should include all sales tax due, as well as any use tax that is due for the month.

Monthly sales & use tax returns are due on or before the 20th of each month for the previous calendar month.

A return must be filed for each quarter even if no tax is due.

YOUR RETAIL SALES PERMIT MUST BE RENEWED BY FEBRUARY 1, 2012.