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## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building  
17739 Main Street, Suite 200  
Dumfries, Virginia 22026  
Tel: 703-221-3400 / Fax: 703-221-3544  
[www.dumfriesva.gov](http://www.dumfriesva.gov)

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### MEALS TAX

Monthly reporting of meals tax must be filed and paid by the 20th of each month. Forms must be completed and signed indicating the amount of the food/beverages charges collected and the tax due to be remitted. Meal tax is 4% of the gross receipts and 3% discount if you pay by or before 20<sup>th</sup> of each month. Payments received after the due date will not be allowed a 3% discount and will be subject to penalty and interest.

*Pursuant to Virginia Code §58.1-3833, all food and beverage tax collections and all meals tax collections are deemed to be held in trust for the county, city, or town that has imposed the applicable tax. Wrongful or fraudulent use of such collections, other than remittance of the same as provided by law, constitutes embezzlement pursuant to Virginia Code §18.2-111.*



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## MEALS TAX REPORT

Report and payment due on or before the **TWENTIETH** day of the **Month** following the **Month** during which the tax was collected. Checks or money orders should be made payable to the **Town of Dumfries, 17739 Main Street, Suite 200 Dumfries, Va. 22026.**

Month: \_\_\_\_\_

Total Meals Receipts: \_\_\_\_\_

Less Non-Taxable Receipts\*: \_\_\_\_\_

Receipts Subject to Meals Tax (4% of Receipts):  
*Less than 3% for Tax Collection Fee*

Previous Balance: \_\_\_\_\_

Total Meals Tax Due: \_\_\_\_\_

**\*Must be fully explained.**

**Late payment will accrue a 10% penalty.**

Business Name \_\_\_\_\_

Business Location \_\_\_\_\_

Mailing Address \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

### OFFICE USE ONLY

10% Penalty	10% Interest	Total Amount
<input type="checkbox"/> Yes _____	<input type="checkbox"/> Yes _____	
<input type="checkbox"/> No _____	<input type="checkbox"/> No _____	