



OCCUPATIONAL LICENSE TAX RENEWAL

ORDINANCE # 2023-07

Check If Final Return

OFFICIAL US
License # _____
Invoice # _____
Date _____

Name of Business _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Email: _____

Business Address (if different): _____

FEIN/SSN: _____ KY State License #(if applicable) _____

Phone: () _____ Contact Name: _____

Current Number of Employees: Fulltime: _____ Part-time: _____

PREPARER'S NAME _____

PREPARER'S PHONE NUMBER _____

WORKSHEET FOR REPORTING GROSS RECEIPTS

1. Total gross receipts for the year: Oak Grove Only \$ _____
(A copy of Federal Form 1040, Schedule "C" or "E" or Kentucky Form 741, 765 or 720 as applicable, or a copy of the business's state sales tax returns for the appropriate year is required.)
2. Total Beer and /or Liquor sales for the above year: \$ _____
3. Total taxes paid on gasoline sales for the above year: \$ _____
4. Subtract lines 2 and 3 from line 1. Enter the results here: \$ _____
5. Multiply line 4 by .25% (.0025) Enter result here: \$ _____
6. The **MINIMUM FEE** for this license is: **\$100.00**
7. Enter the **GREATER** amount of line 5 or line 6 here: \$ _____
8. **LATE PENALTY (*5% per month of line 7) (\$25 Minimum)** \$ _____
9. **LATE INTEREST (**12% per year, or 1% per month)** \$ _____
10. Total license fee due (Lines 7, 8, and 9) \$ _____

DISCLAIMER: Please be advised that the above Worksheet for Reporting Gross Receipts is a guideline to assist in the calculation of yearly tax payments. If any of the above calculations are underestimated, license fees will be considered underpaid and penalties will be assessed from date of license renewal.

***PENALTY OF 5% PER MONTH (NOT TO EXCEED TWENTY-FIVE PERCENT 25% OF THE CALCULATED TAX DUE); HOWEVER, THE PENALTY SHALL NOT BE LESS THAN TWENTY-FIVE DOLLARS \$25 and **INTEREST OF 12% PER YEAR, OR 1% PER MONTH WILL BE ASSESSED AGAINST ANY LICENSE FEE BALANCE UNPAID BY THE DATE (EXPIRATION DATE). A FRACTION OF A MONTH IS COUNTED AS AN ENTIRE MONTH.**

SCHEDULE FOR OCCUPATIONAL LICENSE TAX PAYMENTS

FISCAL YEARS ENDING	LICENSE FEE PAYMENTS DUE	FISCAL YEARS ENDING	LICENSE FEE PAYMENTS DUE
DEC. 31	APR. 15	JUNE. 30	OCT. 15
JAN. 31	MAY. 15	JULY. 31	NOV. 15
FEB. 28	JUNE. 15	AUG. 31	DEC. 15
MAR. 31	JULY. 15	SEPT. 30	JAN. 15
APR. 30	AUG. 15	OCT. 31	FEB. 15
MAY. 31	SEPT. 15	NOV. 30	MAR. 15

DENIAL TO DELINQUENT TAXPAYERS

NO LICENSE WILL BE ISSUED TO ANY BUSINESS OR BUSINESS OWNER WHICH OWES THE CITY OF OAK GROVE ANY DELINQUENT REAL ESTATE OR TANGIBLE TAXES, ANY OCCUPATIONAL OR PAYROLL WITHHOLDING LICENSE FEES, ANY OTHER FEES, TAXES, OR ASSESSMENTS OF ANY KIND.

I CERTIFY THAT THE INFORMATION SUBMITTED ON THIS FORM IS CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature

Printed Name

Title

Date

- ❖ Make checks payable to The City of Oak Grove.
 - ❖ Send payments to P.O. Box 250 Oak Grove, KY 42262.
- If you want to overnight a check or send through UPS, FedEx then our physical address is 8505 Pembroke Oak Grove Rd Oak Grove, KY 42262.

OFFICIAL USE:
License # _____
Invoice # _____
Date: _____