



Village of Plainfield
Monthly Self Storage Tax Return

Collection Period: Month _____ Year: _____

Business Name: _____

Business Address: _____

Business Phone #: _____

Illinois Business Tax (IBT) Number: _____ FEIN: _____

Tax and return is due by the 15th day of each month to avoid penalties

Computation of Tax Liability

- | | |
|--|----------|
| 1) Gross Monthly Rental or Lease Amount | \$ _____ |
| 2) Village of Plainfield Self Storage Tax Calculation
(Line 1 x \$0.05= Tax Rate of 5%) | \$ _____ |
| 3) Late Payment Fee: Interest charge of 2% per month | \$ _____ |
| 4) Total tax and penalty due (add Lines 2 and 3) | \$ _____ |

Remittance Instructions

Please remit the amount indicated on line 4 above. Payments can be mailed to the Village of Plainfield at 24401 W. Lockport Street, Plainfield IL 60544 or can be accepted at the Village of Plainfield Village Hall during normal business hours. Include a copy of the Illinois Department of Revenue Sales & Use Tax Return (ST-1) with your tax return.

The Village must receive your remittance by the 15th of the month following the calendar month when the taxes were collected. If the 15th of the month falls on a Sunday or holiday when the Village Hall is closed, payment must be received by the next business day. However, a payment sent by mail must be postmarked no later than the 15th of the month. If the 15th of the month falls on a Sunday or national holiday when the U.S. Postal Service is closed, the remittance must be postmarked by the next business day.

Affirmation: Under penalties provided by the Village of Plainfield Ordinance No. 3669, I hereby affirm that the statements contained herein are taken from the books and records of the business and are true and correct to the best of my knowledge.

Signature of Preparer Date Phone No.

Signature of Taxpayer Date Phone No.

**Village of Plainfield
24401 W. Lockport Street
Attn: Finance Dept., Self-Storage Tax
Plainfield, IL 60544
Phone: 815-609-6106
Fax: 815-436-1950**