

## 17.061 ***Registration Tax Type Activity for the Month of XXX***

### **Overview**

This report lists monthly business tax registration activity, such as additions, changes, and closures.

This report replaces STARS Report Number: TXPRGTA(1).

### **Purpose and Users**

This report is reviewed by TAX and the localities to see which businesses have had the following registration actions taken within the month:

- Added (New registration)
- Changed (A change in business location)
- Closed (Business closed with a “ELD”)
- Re-open (Business has been closed, but has been re-opened under the same Business Account Number)

The report is used by:

- TAX Management
- TAX Registration Unit
- Commissioners of the Revenue
- Treasurers

### **Frequency**

Monthly

### **Report Format**

The report is divided into two sections:

- Monthly Registration Tax Type Activity For Locality
- Grand Totals (for all business tax type activity for all localities)

## 17.061.1 Registration Tax Type Activity Report Section 1

Section 1 of this report lists registration activity for only Sales and Corporate Income taxes for a specific month and locality. Localities can view only the information pertaining to businesses in their locality.

The information in section 1 is sorted by tax type (Sales or Corporate Income). The illustration below is an example of the Registration Tax Type Activity Report Section 1.

Report ID: 061 Run Date: 12/01/06		Department of Taxation Registration Tax Type Activity For Locality: Virginia Beach - 51810					Page 1	
<b>For the month of: November</b>								
<b>Tax Type: Sales</b>								
External ID	Account Number	Legal/Trading As	Address	Trans Type	Trans Date	BLD	ELD	
999999999	10-999999999F-002	ABC Company	600 E Main St Virginia Beach, VA 23462-9999	Change	11/02/06			
999999999	10-999999999F-001	DEF Limited	700 W Main St Virginia Beach, VA 23462-9999	Added	11/03/06	11/15/06		
<b>Tax Type: Corporate</b>								
External ID	Account Number	Customer Name	Address	Trans Type	Trans Date	BLD	ELD	
999999999	35-999999999F-001	GHI Trading Co	900 N Main St Virginia Beach, VA 23462-9999	Closed	11/12/06		11/12/06	

The table below identifies the section 1 columns on the Registration Tax Type Activity Report.

<b>Columns</b>	<b>Description</b>
For Locality	Name and five-digit FIPS Code of the locality for which the report was generated.
For the month of	Specific month for which the report was generated.
Tax Type	Tax type of the businesses for which registration information was added or updated (i.e., Sales or Corporate).
External ID	Federal Employer Identification Number (FEIN) of the Sales or Corporate Income business for which registration information was added or updated.
Account Number	Fifteen-digit account number of the business for which registration information was added or updated.
Legal/Trading As Name	Legal and Trading As Name associated with the business's Account Number.
Physical/Mailing Address	Physical address of the business. If no business location address is stored in the system, the primary mailing address is used.
Transaction Type	Type of registration activity that occurred on the account: Added, Closed, Changed, or Re-opened. Changed is listed only when the business address changes.
Transaction Date	Date the registration activity occurred on the account.
BLD	Beginning Liability Date: date the business account was opened. This should only be displayed on added accounts.
ELD	Ending Liability Date: date the business account was closed. This should only be displayed on closed accounts.

## 17.061.2 Registration Tax Type Activity Report Section 2

Section 2 of this report lists grand totals for all business tax type registration activities for all localities.

The information in section 2 is sorted by tax type and registration activity type. The illustration below is an example of the Registration Tax Type Activity Report Section 2.

Report ID: 061		Department of Taxation				Page 1
Run Date: 12/01/06		Grand Totals				
Registration Tax Type Activity						
For the Month of November						
Tax Type	Total Number Registered	Add	Change	Closed	Re-open	Tax Type Totals
Sales	99,9999	999	999	999	999	9,999
Use		999	999	999	999	9,999
Consumer Use		99	99	99	99	9,999
Vending Machine		9	9	9	9	99
Public Facility Tax		0	0	0	0	0
Employer Withholding		999	999	999	999	9,999
Corporate Income		999	999	999	999	9,999
Communications		9	9	9	9	99
Peanut		0	0	0	0	0
Forest Products		0	0	0	0	0
Cattle		0	0	0	0	0
Egg Promotion		9	9	9	9	9
Soybean		0	0	0	0	0
Slaughter Hog Feeder Hog		0	0	0	0	0
Corn		0	0	0	0	0
Aircraft Sales		9	9	9	9	99
Aircraft Consumer		99	99	99	99	999
Retail Motor Vehicle Fuel		0	0	0	0	0
Small Grain Assessment		0	0	0	0	0
Sheep Tax		0	0	0	0	0
Cotton Tax		0	0	0	0	0
Contractor Use		0	0	0	0	0
Soft Drink		0	0	0	0	0
Bank Franchise		0	0	0	0	0
Tire		9	9	9	9	9
Litter		999	999	999	999	9,999
License		0	0	0	0	0
Capital Not Otherwise Taxed		0	0	0	0	0
Watercraft		99	99	99	99	999
Car Line		0	0	0	0	0
Railroad		0	0	0	0	0
<b>Transaction Type Totals</b>	<b>99,999</b>	<b>9,999</b>	<b>9,999</b>	<b>9,999</b>	<b>9,999</b>	<b>999,999</b>

The table below identifies the columns and fields on the Grand Totals Section.

<b>Columns</b>	<b>Description</b>
For the month of	Specific month for which the report was generated.
Total Number Registered	Total number of active vendors registered for a particular tax type.
Add	Total count of registrations (per tax type) that were added for the reporting month.
Change	Total count of registrations (per tax type) that were modified for the reporting month.
Closed	Total count of registrations (per tax type) that were closed during the reporting month.
Re-open	Total count of registrations (per tax type) that were re-opened during the reporting month.
Tax Type Totals	Total number of registration activities (per tax type) that occurred during the reporting month.
Transaction Type Totals	Total number of active vendors registered, added accounts, changed accounts, closed accounts and re-opened accounts across all tax types during the reporting month.

