



Oakland University Tax Compliance Section of the Controller's Office

MICHIGAN SALES & USE TAX WORKSHEET

REPORTING UNIT	MONTH REPORTED

ORG (4)	FUND (5)	ACCOUNT (4)	YEAR REPORTED

Description Of Sales	
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Description Of Rentals	
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DEPARTMENT CONTACT PERSON

CONTACT E-MAIL ADDRESS

Send a copy of the signed report in the campus mail to, Accounting Office 121G West Vandenberg Hall, or fax a copy to 248-370-2554, or scan a copy into a document and Email to ollar@oakland.edu. The report is due on or before noon of the 15th day of the month following the month being reported.

RENTALS AND SALES	COLUMN A RENTALS	COLUMN B SALES
1 Gross Sales including sales tax (If you complete line 1, leave 1a blank)	Does Not Apply	
1a Gross Sales excluding sales tax (If you complete line 1a, leave 1 blank)	Does Not Apply	
2 Rentals of Tangible Property		Does Not Apply
3 Gross Rentals & Sales (Add lines 1 and 2)	-	-
<b>ALLOWABLE DEDUCTIONS</b>		
Exempt Sales Requiring Form 3372 (Appendix 270.1)		
4 Sales to other licensed retailers		
5 Industrial Processing/Agricultural Producing		
6 US Government or ST of MI & Political Subdivisions		
7 Nonprofit School, Hospital, or Church		
8 Companies who pay use tax directly to the ST of MI		Does Not Apply
<b>OTHER DEDUCTIONS</b>		
9 Interstate Commerce		
10 Exempt Services		
11 Bad Debts		
12 Other Deductions. Describe:		
13 Tax included in Gross Sales reported on line 1 column B	Does Not Apply	-
14 Total Allowable Deductions (Add lines 4 - 13)	-	-