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STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE

# STATE SALES AND USE TAX RETURN

**ST-3**  
(Rev. 3/21/18)  
5001

Place an X in all boxes that apply.

- AMENDED** Change of Address Business Permanently Closed
  - Return  (Make changes to address below)  Date \_\_\_\_\_
- (Complete form C-278 and return your license.)

Retail License or Use Tax Registration
FEIN
SID Number

If the area below is blank, fill in name and address.

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**COMPLETE THE WORKSHEET ON THE REVERSE SIDE FIRST.**

Period Ended \_\_\_\_\_ File Return On or By \_\_\_\_\_  
**File Electronically at MyDORWAY.dor.sc.gov**  
**DO NOT TAKE CREDITS OR REPORT NEGATIVE AMOUNTS ON THIS FORM.**  
 To apply for refunds, see Form ST-14.

## SALES AND USE TAX

- |   |    |   |       |   |
|---|----|---|-------|---|
| 1. Total Gross Proceeds of Sales, Rentals, Use Tax and Withdrawals for Own Use ( From Item 3 of Sales and Use Tax Worksheet on reverse side)..... | 1. | ▶ | _____ | . |
| 2. Total Amount of Deductions (From Item 5 of Sales and Use Tax Worksheet).....   | 2. | ▶ | _____ | . |
| 3. Net Taxable Sales and Purchases (Line 1 minus line 2).....   | 3. | ▶ | _____ | . |
| 4. State Sales and Use Tax: Multiply Line 3 x 6% (.06).....   | 4. | ▶ | _____ | . |

# 6%

## ADDITIONAL TAX FROM ST-389

**STOP** Only complete this section if local taxes are applicable to your sales or purchases.

**REMINDER: ST-389 must be completed and attached for all additional taxes.**

**If this section does not apply, go to line 6.**

- |  |     |   |       |   |
|--|-----|---|-------|---|
| 5. Total Taxes Due (From Column B, line 2, page 5 of 6 of form ST-389) .....   | 5.  | ▶ | _____ | . |
| 6. Total State and Local Taxes Due (Add line 4 and line 5) .....   | 6.  | ▶ | _____ | . |
| 7. Taxpayer's Discount (For timely filed and paid returns only) If your combined tax liability is less than \$100.00, the discount rate is 3% (.03) of line 6. If the total is \$100.00 or more, the discount is 2% (.02) of line 6.....<br><b>(Combined Discount cannot exceed \$3000.00 per fiscal year, returns for June through May, which are filed July through June.)</b> | 7.  | ▶ | _____ | . |
| 8. Net Tax Payable (Line 6 less line 7) .....  | 8.  | ▶ | _____ | . |
| 9. Penalty _____, Interest _____<br>(Add Penalty and Interest. Enter Total on line 9 at right.) .....  | 9.  | ▶ | _____ | . |
| 10. <b>TOTAL AMOUNT DUE</b> (Add lines 8 and 9) .....  | 10. | ▶ | _____ | . |

I authorize the Director of the Department of Revenue or delegate to discuss **this return**, attachments and related tax matters with the preparer.  Yes  No Preparer's name \_\_\_\_\_ Phone number \_\_\_\_\_

I hereby certify that I have examined this return and to the best of my knowledge and belief it is a true and accurate return.

Owner, Partner or Title	Printed Name	Taxpayer's Signature
Daytime Phone No.	Date	E-mail Address:

Mail To: SC Department of Revenue, P.O. Box 125, Columbia, SC 29214-0101

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# SALES AND USE TAX WORKSHEET

Retail License or Use Tax Registration Number \_\_\_\_\_

6%

Period Ended MM/YY \_\_\_\_\_

**Item 1. Gross Proceeds of Sales/Rentals and Withdrawals of Inventory for Own Use** 1. \_\_\_\_\_

**Item 2. Out-of-State Purchases Subject to Use Tax** 2. \_\_\_\_\_

**Item 3. Total - Gross Proceeds of Sales/Rentals, Use Tax and Withdrawals of Inventory for Own Use** (Add Items 1 and 2. Enter here and on line 1 on front of ST-3.) 3. \_\_\_\_\_

If local tax is applicable, enter the total on Item 1 of ST-389 worksheet.

Note: Sales of unprepared foods are exempt from the State sales and use tax rate. However, local taxes still apply to sales of unprepared foods unless the local tax law specifically exempts such sales. Sales that are subject to a local tax must be entered on Form ST-389 (local sales tax worksheet.)

**Item 4. Sales and Use Tax Allowable Deductions** (Itemize by Type of Deduction and Amount of Deduction)

Column A Type of Deduction	Column B Amount of Deduction
a. *Sales Exempt During "Sales Tax Holiday" in August	\$ _____
b. **Sales over \$100.00 delivered onto Catawba Reservation	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Item 5. Total Amount of Deductions** (Enter total of Column B here and on Line 2 on front of ST-3.) 5. < \_\_\_\_\_ >

**Item 6. Net Taxable Sales and Purchases** (Item 3 minus Item 5. Enter total here and Line 3 on front of ST-3.) 6. \_\_\_\_\_

**IMPORTANT:** This return becomes **DELINQUENT** if it is postmarked after the 20th day (return with payment due on or before the 20th) following the close of the period. Sign and date the return. For questions regarding this form, call toll free at (844) 898-8542.

## \*Sales Exempt During "Sales Tax Holiday"

If your business sells clothing, clothing accessories, footwear, school supplies, computers, printers and printer supplies, computer software, bath wash cloths, blankets, bed spreads, bed linens, sheet sets, comforter sets, bath towels, shower curtains, bath rugs and mats, pillows and pillow cases, South Carolina's "Sales Tax Holiday" may impact your business. This three-day sales tax exemption will occur on the first Friday, Saturday and Sunday in August.

During this time period, the 6% State sales and use tax and any applicable local sales and use tax will not be imposed on sales of qualifying items.

**Sales of qualified items during the exemption period should be taken as a deduction on your tax return. The deduction should be labeled "sales tax holiday". A Policy Document with the official list of holidays and exempt items is available on our website dor.sc.gov.**

## \*\*Catawba Tribal Sales-

 (See Chart on ST-389 instructions for further explanation)

The Tribal Sales Tax is imposed on the delivery of tangible personal property onto the reservation by retail locations in South Carolina when the sale is greater than \$100. If the sale (delivery on the reservation) is \$100 or less, then the Tribal Sales Tax does not apply and only the 6% State sales tax applies (not local taxes). The Tribal Sales Tax is also imposed on the delivery of tangible personal property on the reservation by retail locations located on the reservation, regardless of the amount of the sale. The Tribal Sales Tax is not imposed on deliveries onto the reservation by retail locations located outside of South Carolina and registered with the Department to collect the State tax; however, these deliveries are subject to the 6% state use tax (not local taxes).

Sales subject to the Catawba Tribal Sales Tax must be included with all other sales in gross proceeds on Item 1 of worksheet on the ST-3 form but are deducted on Item 4b of the ST-3 worksheet and included on Item 1 on the ST-389 local tax worksheet. Remember, individual sales made onto the reservation of \$100 or less by retailers located off the reservation are subject to the State sales tax and would not be deducted in this manner.

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