

INSTRUCTIONS FOR PREPARING
ALCOHOLIC BEVERAGES RETURN - ANNUAL RECONCILIATION
SALES AND USE TAX RETURN TO BE FILED BY CLASS A PACKAGE AND LIQUOR STORE ONLY

IMPORTANT: To prepare the Alcoholic Beverages Return - Annual Reconciliation, start with Schedule A, line 1a on page 2, then complete all lines on page 2, including Schedule B and Net Taxable Sales.

FRONT OF RETURN

- LINE A: Enter the amount from line 5 of the back of the Alcoholic Beverages Return - Annual Reconciliation.
- LINE B: NET SALES AND USE TAX DUE FOR THE YEAR. Multiply line A times 7% (0.07) and enter the amount on this line.
- LINE C1: TAX PAID FOR THE YEAR. Enter the amount of sales and use tax paid for the period January through December.
- LINE C2: PREPAID SALES TAX ON CIGARETTES. Enter the amount of prepaid sales tax on cigarettes purchased during the period January through December.
- LINE C3: CREDIT FROM 2021 ANNUAL RECONCILIATION RETURN. Enter the amount of the credit balance (if any) per line E of your 2021 Annual Reconciliation Return - 2021 Form T-204A.
- LINE C4: SALES TAX DUE AND PAID TO ANOTHER STATE. Enter the amount of sales tax paid to another state on items included in Schedule A, line 2.
- LINE C5: TOTAL TAX PAID. Add lines C1 through C4 and enter the amount here.
- LINE D: If line C5 is less than line B, there is a balance due. Remit payment to the Division of Taxation along with the Annual Reconciliation form.
- LINE E: If line B is less than line C5, this is the amount you overpaid. Overpayments shall be applied to subsequent filing periods. If you wish to receive a refund instead, file a Claim for Refund form with the reconciliation.

SCHEDULE A - SALES BY CATEGORY

- LINE 1: Alcoholic beverage sales. Include all ALCOHOLIC BEVERAGE sales for the year in any way related to Rhode Island businesses, including any sales exempt from tax.
 - LINE 1a: Wine and spirits sales.
 - LINE 1b: Beer and malt beverage sales.
 - LINE 1c: Enter all other sales.
 - LINE 1d: Gross sales. Add lines 1a, 1b and 1c and enter total on this line.
- LINE 2: USE TAX. Enter cost of tangible personal property purchased outside of Rhode Island tax free for use, storage or consumption by you in this state during the year or cost of personal property purchased for resale and subsequently used or consumed by you during the year rather than being sold. Also, include on this line the amount of any other transactions during the year subject to the sales and use tax and purchased without payment of the tax.
- LINE 3: TOTAL SALES FOR THE YEAR. Add lines 1d and 2 and enter total on this line.

SCHEDULE B - DEDUCTIONS

- LINE 4: LEGAL DEDUCTIONS - Include all items that are exempt from sales tax.
 - LINES 4a - 4f - Enter the amount of deductions on the appropriate lines. If you have a legal deduction that does not have its own line, enter the amount on line 4f and provide a description of the deduction.
 - LINE 4g: TOTAL DEDUCTIONS FOR THE YEAR. Add lines 4a through 4f and enter the amount on this line.
- LINE 5: NET SALES FOR THE YEAR. Subtract line 4g from line 3 and enter the amount on this line and on line A on page 1 of the Alcoholic Beverages Return - Annual Reconciliation.

CERTIFICATION SECTION: Located on the bottom of page 1, this section must be completed and signed by an authorized owner, partner or officer.

All forms can be found on the Division of Taxation's website: <https://tax.ri.gov/forms/business-tax-forms/sales-excise-forms>

Mail your completed Alcoholic Beverages Return - Annual Reconciliation form to:
RI Division of Taxation
One Capitol Hill
Providence, RI 02940
Attn: Tax Processing

Attention filers, you can file this form online using the RI Division of Taxation's portal!
Visit: <https://taxportal.ri.gov> for more information.