

ALCOHOLIC BEVERAGE AND FOOD SALES QUARTERLY REPORT FOR CLASS I & II ONLY

FOR QUARTER ENDING (Circle One)

3/31 6/30 9/30 12/31

BUSINESS NAME

BUSINESS ADDRESS

TO BE COMPLETED BY LICENSEE ONLY: (certified copy of state sales tax report required)

	Quarterly Sales	YTD Sales	Quarterly Ratio	YTD Ratio
GROSS RECEIPTS, FOOD SALES:	\$ _____	\$ _____	\$ _____	\$ _____
GROSS RECEIPTS, ALCOHOL SALES:	\$ _____	\$ _____	\$ _____	\$ _____
TOTAL:	\$ _____	\$ _____	\$ _____	\$ _____

LICENSEE SIGNATURE: _____

DATE: _____

OR

TO BE COMPLETED BY A CERTIFIED PUBLIC ACCOUNTANT ONLY:

	Quarterly Ratio	YTD Ratio
RATIO (Gross Food Sales/Total Gross Sales):	_____ %	_____ %
RATIO (Gross Alcohol Sales/Total Gross Sales):	_____ %	_____ %

AUDITED BY ACCOUNTING FIRM:

SIGNATURE: _____

DATE: _____

NOTE: Reporting and/or Certification requirements for verification of percentage of food sales. On or before the 20th day of the month following the end of each calendar quarter, the license holder of a Class I, II or IV alcoholic beverage license shall file with the City Clerk a gross income report of the licensed establishment for the preceding calendar quarter. This report shall be filed on this form designated by the clerk and must be accompanied by a certified copy of the Georgia Sales Tax Report for the applicable quarter. Alternatively, instead of providing the sales tax report, the license holder of a Class I, II or IV alcoholic beverage license may file a certification signed by a Certified Public Accountant on this same form attesting that the establishment is meeting the food and alcohol sales percentage requirement applicable to their type of license. Signatures must be original when the report is submitted. Faxes are acceptable. However, the original report must be sent by mail or in person shortly thereafter.