



# CALCULATION OF GROSS RECEIPTS ASSESSABLE TO NEWPORT FEE

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Any business claiming a deduction for sales outside Newport **MUST** complete this form.

Failure to file a completed copy of this form will result in your deduction being denied.

## **SECTION I**

A sale qualifies as a gross receipt outside of Newport if it meets all of the following criteria:

1. The product or goods must be physically ordered and received outside the city.
2. The legal responsibility of the product or goods must also remain with the seller until the goods are received by the buyer. Seller must use F.O.B. destination to qualify as outside sale.

Typical examples of receipts that **DO NOT QUALIFY** as an outside sale deduction are:

- ❖ Buyer orders product in person and business delivers product outside Newport.
- ❖ Buyer orders product over the phone and picks up at business' Newport location.

A. Total gross receipts from Newport Location \_\_\_\_\_  
(Enter this figure on line B of Section II).

B. Gross receipts qualifying as outside sale deduction \_\_\_\_\_  
(Enter this figure on Line A of Section II).

**SECTION II**

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**Gross receipts assessable to Newport fee should be calculated according to the following formula:**

- A. Receipts earned inside Newport**
- B. Total receipts from Newport location.**
- C. Payroll Subject to Newport Withholding**
- D. Total payroll from Newport location.**
- E. Gross percent and gross assessable.**
- F. Assessable gross receipts.**

$$\frac{(A) \underline{\hspace{2cm}} + (C) \underline{\hspace{2cm}}}{(B) \underline{\hspace{2cm}} \quad (D) \underline{\hspace{2cm}}} \div 2 = (E) \underline{\hspace{2cm}}$$

$$(B) \underline{\hspace{2cm}} \times (E) \underline{\hspace{2cm}} = (F) \underline{\hspace{2cm}}$$

**Total sales from Newport Location = (B)**  
**Enter this figure on Line 1 of the return**

**Assessable gross receipts (F) =**

**Subtract (F) from (B) =**  
**(Deductible Sales outside Newport)**

**Enter this figure on line 2 (A) of the return and continue.**

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