

RETAILERS' SALES TAX REGISTRATION EVENT CERTIFICATE

**NOT VALID FOR TAX EXEMPT PURCHASE**



Fall Chick Event Oct 2021

Event Certificate

State of Kansas

ST-51 (Rev. 6-13)

Registration Certificate valid for events only  
Tax Account Number: See Events Sales Tax Return  
File return within 30 days of event

REMOVE AND DISPLAY CERTIFICATE ABOVE

**INSTRUCTIONS**

This return is intended for vendors who sell four or fewer times in Kansas each year. If you have received this packet and have a Kansas sales tax number\*, please write your Kansas sales tax number on the voucher and return it in the envelope provided. If you do not have a Kansas sales tax number, please follow the directions below. Most vendors in Kansas are required to collect and remit sales tax, including not for profit groups.

- This return and tax account number is specific to the event that appears in the Business Name and Address box.
- You must file a return even if there were no taxable sales.
- The name and location of the event appears in the business Name and Address box.
- To use this tax account you must remit your sales tax immediately after the event.
- Write the Tax Account Number on your check or money order. Make a copy of the return for your records.

- Visit our website at [www.ksrevenue.org](http://www.ksrevenue.org) for more information about special events, tax bracket cards and forms.

**COMPLETING THE KANSAS RETAILERS' EVENT SALES TAX RETURN**

- Line 1** - Enter the total gross receipts or sales for the event. Do not include the sales tax in this figure.
- Line 2** - Enter the cost of tangible personal property consumed or used by you that was purchased without tax. For example, items removed from inventory and used by you.
- Line 3** - Enter the total allowable deductions (if any). Find allowable deductions at [www.ksrevenue.org/pdf/st16.pdf](http://www.ksrevenue.org/pdf/st16.pdf)
- Line 4** - Add lines 1 and 2, and subtract line 3. Enter the result on line 4.
- Line 5** - Multiply line 4 by the appropriate tax rate percentage shown and enter the result on line 5.
- Line 6** - Enter the total due in the sales tax and remit immediately after the event.

**ST-16SE**  
(Rev. 5-17)

**Kansas Sales Tax Special Events Return**

Detach and send with payment

FOR OFFICE USE ONLY

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Tax Account Number <b>SENK09093971F01</b>		*Enter your Kansas Sales Tax Number* if not using the event number	
Beginning Date <b>10/9/2021</b>	Ending Date <b>10/10/2021</b>	Due Date <b>11/9/2021</b>	Jurisdiction Code <b>LEAJO</b>
Business Name and Address <b>Fall Chick Event Oct 2021 Town Center Plaza Leawood</b>			
I certify this return is correct.		Daytime Phone Number	
Sign here			

1. Gross Sales/ Receipts	
2. Tangible Personal Property Consumed	
3. Deductions	
4. Add lines 1 & 2 minus line 3	
5. Multiple line 4 by tax rate shown	
6. Total Due	

Tax Rate  
**9.100%**

Payment Amount \$

Contact us at 913-942-3063 or email [KDOR\\_special.events@ks.gov](mailto:KDOR_special.events@ks.gov) for assistance.

Make your check or money order payable to Retailers' Sales Tax and remit in the envelope provided or send to KDOR, Attn: Special Events, 7600 W 119th St Suite A Overland Park, KS 66213.