

Fast-Track Voluntary Disclosure Agreement (VDA) Sales & Use Tax Worksheet Examples

Notes

1. Please submit worksheets electronically
2. The codes may be found on our website at: comptroller.texas.gov/taxes/sales/city.php, then click on the link for the CSV file.
 - State Tax is either 'Y' or 'N'.
 - City Numbers begin with the number 2.
 - County Numbers begin with the number 4.
 - Metropolitan Transit Authority (MTA) and City Transit Department (CTD) Numbers begin with the number 3.
 - Special Purpose District (SPD) Numbers begin with the number 5.

TEXAS SALES AND USE TAX WORKSHEET
DETAIL TRANSACTIONS EXAMPLE #1

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TAXPAYER NAME: ABC Company
TAXPAYER #: 12345678903
ASSESSMENT PERIOD: 07/01/2015 to 09/30/2019

[illegible]

TEXAS SALES AND USE TAX WORKSHEET
DETAIL TRANSACTIONS EXAMPLE #2

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TAXPAYER NAME: ABC Company
TAXPAYER #: 12345678903
ASSESSMENT PERIOD: 07/01/2015 to 09/30/2019

MONTH/YEAR	LOCATION	INVOICE AMOUNT	TAXABLE AMOUNT	DESCRIPTION	COMMENTS	STATE TAX	CITY NUMBER	COUNTY NUMBER	MTA / CTD NUMBER	SPD NUMBER
01/31/2016	DALLAS	10000	8520	TPP AND DATA PROCESSING		Y	2057011	0	3057994	0
02/28/2016	SAN ANTONIO	5000	5000	SALE OF SOFTWARE		Y	2015012	0	3015664, 3015995	0
02/28/2016	BAYTOWN	6000	4800	DATA PROCESSING SERVICES		Y	2101151	0	0	5036507, 5101623, 5101632
03/31/2016	EL PASO	2000	2000	SALE OF TPP	INCLUDES FRT	Y	2071013	4071004	3071889	
	TOTALS	23000	20320							