



Finance Department

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Monthly Cannabis Tax Remittance Form

Pursuant to Section 3.28.040 of the Encinitas Municipal Code (EMC), the Cannabis Business Tax is imposed on a fiscal year basis. The tax is due and payable as follows:

- A. Each person owing a cannabis business tax each calendar month shall, no later than the last City of Encinitas business day of the calendar month, prepare and submit a monthly tax statement on this form and remit to the Tax Administrator the tax due. The tax for each calendar month shall be due and payable on that same date that the tax statement for the calendar month is due.
- B. Tax statements and payments for all outstanding taxes owed to the City are immediately due to the Tax Administrator upon cessation of business for any reason.

Reporting Period to Due Date

Business Information

Contact Name: _____ Contact E-Mail: _____

Business Name: _____ Encinitas Business License #: _____

Business Address: _____

**Cannabis Business Activity Tax Rate: Fiscal Year July 1, 2023, to June 30, 2024
(Select One*)**

- Medical/Adult Use Retail Business: 7% of Gross Receipts
- Cannabis Delivery Business (Non-Storefront Retail): 7% of Gross Receipts
- Manufacturing Business: 4% of Gross Receipts
- Distribution Business: 4% of Gross Receipts
- Commercial Cultivation: \$10 per square footage of canopy area

*Submit a separate form for each business activity

Tax Calculation:

Line 1. Gross Receipts for the Reporting Period	<input type="text"/>
Line 2. Less: Adjustments: Refer to EMC 3.28.020 under "Gross Receipts" (1-10) <i>Business should maintain documentation of adjustments for audit purposes</i>	<input type="text"/>
Line 3. Taxable Gross Receipts (Subtract line 2 from 1)	<input type="text"/>
Line 4. Tax Rate (Select from tax rates listed above on page 1)	<input type="text"/>
Line 5. Tax Due (Multiply Line 3 by Line 4)	<input type="text"/>
Line 6. Less: Prepayments (If applicable) <i>Proof of prepayments must be attached</i>	<input type="text"/>
Line 7. Balance Due (Subtract Line 6 from Line 5)	<input type="text"/>

Penalties and Interest Calculation (If Applicable)

Any person who fails or refuses to pay any cannabis business tax required to be paid pursuant to EMC 3.28.080 on or before the due date shall pay penalties and interest as follows:

Line 8. Penalty A 1: penalty equal to 10% of the amount of the tax due (multiply Line 7 by 10%)	<input type="text"/>
Line 9. Interest A 1: Interest of 1.0% on unpaid tax (multiply Line 7 by (1.0%))	<input type="text"/>
Line 10. Penalty A 2: Additional 25% penalty assessed on tax due if tax remains unpaid more than one calendar month beyond the due date (Multiply Line 7 by 25%)	<input type="text"/>
Line 11. Interest A 2: Additional interest of 1.0% on unpaid taxes & penalties (Add Lines 7, 8 & 10, multiply by (1.0%) and by the number of months past due)	<input type="text"/>
Line 12. Total Cannabis Tax, Penalties and Interest Due & Remitted (Add Lines 7-11)	<input type="text"/>

Note: Interest shall be applied at the monthly rate on the first day of the month for the full month and will continue to accrue monthly on the tax until the balance is paid in full.

Signature and Date

I hereby certify under penalty of perjury that the foregoing statements contained in this tax return are true and correct and that any gross receipts not subject to the cannabis tax will be reported separately and business tax paid. I also certify to keep and preserve, for a period of at least three (3) years, all records as may be necessary to determine the amount of such tax as he or she may have been liable for the collection of and payment to the City, which records the Tax Administrator shall have the right to inspect at all reasonable times.

Signature:

Date:

Printed Name: _____