



# ST-556-WS Worksheet and Signature Document for Form ST-556

(For Sales of Vehicles, Watercraft, Aircraft, Trailers, and Mobile Homes - Do not use for leases)

**DO NOT MAIL** — For dealership records only. Keep in your records as verification of customer signature, if obtained on this form.

Tax return no.: \_\_\_\_\_  
Account ID: \_\_\_\_\_  
Taxable location no.: \_\_\_\_\_

### 1 Write the purchaser's name and address

Name(s) \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

### 2 Describe the item sold

A Vehicle     B Watercraft     C Aircraft    Identification no. \_\_\_\_\_  
 D Trailer     E Mobile Home     F \_\_\_\_\_    Year \_\_\_\_\_ Make \_\_\_\_\_  
Check one:     New     Used    Body style and model \_\_\_\_\_

### 3 Enter the date of delivery

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month    Day    Year

### 4 Describe the trade-in, if any

Item traded in \_\_\_\_\_ Identification no. \_\_\_\_\_  
Year \_\_\_\_\_ Make \_\_\_\_\_ Body style and model \_\_\_\_\_

### 5 Exempt or sale to a nonresident

If so, check the correct box below, and see instructions for Section 6.

- A** Nonresident purchaser (NOT an out-of-state dealer)  
Drive-away permit no./Lic. plate no. \_\_\_\_\_ State \_\_\_\_\_
- B** Sold for resale to a **DEALER** \_\_\_\_\_  
(Write either the Illinois dealer's Account ID or "Out-of-state dealer")
- C** Illinois tax-exempt organization (government, school, religious, or charitable) Illinois tax-exempt no. E- \_\_\_\_\_
- D** Sold to an interstate carrier for hire for use as rolling stock  
Certificate of authority no. \_\_\_\_\_
- E** Sold for rental use  
purchaser's account ID no. \_\_\_\_\_
- F** Other (describe) \_\_\_\_\_

**Go to page 2 to complete Step 6**

**6 Write the price, and figure the tax — You must complete Lines 1 and 2 even if no tax is due.** (Round to nearest dollar)

1	Total price (include accessories, federal excise taxes, freight and labor, dealer preparation, documentary fees, and dealer-reimbursed rebates or incentives)	1	_____
2	Total trade-in credit or value	2	_____
3	Amount subject to tax [Line 1 - Line 2]	3	_____
4	Tax [Line 3 X _____ (RATE)]	4	_____
5	Use tax for certain districts. <b>Do not report home rule use tax below.</b>		
	a. County _____		
	b. City _____		
	c. Township _____	5	_____
6	Total tax [Line 4 + Line 5]	6	_____
7	Retailer's allowance if filed on time [Line 6 X 1.75% (.0175)]	7	_____
7a	MED fee (if applicable)	7a	_____
8	Net tax due [Line 6 - Line 7 + Line 7a (if applicable)]	8	_____
9	Prior overpayment	9	_____
10	Previously leased vehicle credit. <b>Tax return no.:</b> _____ By signing this return, I affirm that I meet all requirements to claim this credit.	10	_____
11	Excess tax collected	11	_____
12	Total tax due [Line 8 - Line 9 - Line 10 + Line 11]	12	_____
13	Credit memorandum	13	_____
14	Amount due [Line 12 - Line 13]	14	_____

Under penalties of perjury, we state that we have examined this return, including any schedules and statements, and to the best of our knowledge, it is true, correct, and complete. If the seller has taken a qualified trade-in, we also state that the purchaser has properly assigned and surrendered the title of the trade-in to the seller.

Signature of purchaser(s) \_\_\_\_\_ Date \_\_\_\_\_ Signature of seller \_\_\_\_\_ Date \_\_\_\_\_

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