

# Virginia Consumer's Use Tax Return for Individuals, Form CU-7

For Periods Beginning On and After July 1, 2018 and ending before January 1, 2020

**Who Should File this Form.** You are required to pay consumer's use tax on purchases, leases, and rentals of tangible personal property acquired in or outside Virginia for storage, use or consumption in Virginia if retail sales and use tax was not collected on the transaction. Examples include untaxed purchases made (1) over the Internet, (2) through out-of-state mail order catalogs, or (3) while traveling out-of-state.

You must pay consumer's use tax on the total amount of untaxed purchases made during the calendar year from all sources. The tax is based on the "cost price" of the goods and does not include separately stated shipping or delivery charges but it does include any "shipping and handling" charges if listed as a combined item on the sales invoice.

If you meet the criteria for consumer's use tax liability, you must file an annual consumer's use tax return, Form CU-7. **This form is for use by individuals only.** Businesses, including partnerships and sole proprietorships, must report such purchases on Form ST-7 or Form ST-9, whichever is appropriate.

**Filing Alternative:** You can report and pay this tax on Form 760, Form 760PY or Form 763.

Nonprescription drugs and proprietary medicines purchased for the cure, mitigation, treatment, or prevention of disease in human beings are exempt from consumer use tax.

**Tax Rates.** Effective July 1, 2018, the general retail sales and use tax rates are 7% in the Historic Triangle Region, 6% in the Northern Virginia and

Hampton Roads Regions and 5.3% elsewhere throughout Virginia. The rate is 2.5% for sales of food for home consumption. See the worksheet on Page 2 for details.

Make your check or money order payable to the Virginia Department of Taxation.

**When And Where To File.** If filing based on the calendar year, file your return as soon as possible after January 1, but not later than May 1 of the subsequent calendar year. If you are filing on a basis other than a calendar year, you must file your return by the 15th day of the 4th month after the close of your taxable year.

Penalty and interest will apply if the return or payment is late. Pay the balance due as computed on Form CU-7 by the due date. Payment must be enclosed to the form when filed.

**Mail Form CU-7 to the Department of Taxation, P.O. Box 26627, Richmond, VA 23261-6627.**

Do NOT file Form CU-7 in the same envelope with your individual income tax return.

**Where To Get Help.** If you have any questions, call (804) 367-8031 or write to **Virginia Department of Taxation, P.O. Box 1115, Richmond, Virginia 23218-1115.**

**Where To Get Forms.** Forms can be downloaded from the website at [www.tax.virginia.gov](http://www.tax.virginia.gov) or ordered by phone from the Department of Taxation, (804) 367-8031.

## Computing the Consumer's Use Tax

**Use the work sheet on the back of this page to list purchases, compute the taxes, and keep a computational record. On the Form CU-7, below:**

**Line 1a.** From worksheet Line D, enter the total COST PRICE for non-food purchases on which you were not charged sales tax.

**Line 1b.** From worksheet Line I, enter the total COST PRICE for food purchased for home consumption on which you were not charged sales tax.

**Line 2a.** From worksheet Line E, enter the TAX amount for non-food purchases.

**Line 2b.** From worksheet Line J, enter the TAX amount for food purchases.

**Line 3. Total Tax:** Add Lines 2a and 2b.

**Line 4. Penalty:** No penalty is due if this return is filed with payment by the due date. If a return is not filed or the tax is not paid by the due date, the penalty is 6% of the amount on line 3 for each month or fraction of a month that the payment is late. The minimum penalty is \$10. The maximum penalty is 30% of the amount on line 3.

**Line 5. Interest:** No interest is due if payment is made by the due date. If payment is made after the due date, interest is computed on the tax due on line 3 at the rate established in Section 6621 of the Internal Revenue Code, plus 2%. The correct interest rate can be accessed on the website at [www.tax.virginia.gov](http://www.tax.virginia.gov). For additional assistance in obtaining the correct interest rate factor on which to calculate the interest, contact the **Virginia Department of Taxation at (804) 367-8031.**

**Line 6. Total Due:** Add lines 3, 4 and 5 and enter the total. Enclose your check or money order for this amount with Form CU-7 when filing. See "When And Where To File" for additional information.

Make check or money order payable to: **Virginia Department of Taxation**

Payments returned by the bank will be subject to a returned payment fee in addition to any other penalties that may be incurred.

**Detach at dotted line below. Do not send entire page.**

### FORM CU-7

(Doc ID 107)

### Virginia Consumer's Use Tax Return for Individuals

Department of Taxation, P.O. Box 26627, Richmond, VA 23261-6627  
(804) 367-8031

Taxable Year: Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_

Locality where you legally resided during the taxable year.  City or  County of: \_\_\_\_\_

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Your SSN	Your Last Name	First Name	MI
Spouse's SSN	Spouse's Last Name	First Name	MI
Address (Number and Street)			
City	State	ZIP Code	

I declare that, to the best of my knowledge, this return (including any accompanying schedules and statements) is a true and complete return.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Telephone Number \_\_\_\_\_

1a. Non-Food Goods Total Costs		
1b. Food Goods Total Costs		
2a. Non-Food Goods Tax		
2b. Food Goods Tax		
3. Total Tax Add lines 2a & 2b		
4. Penalty (See Instructions)		
5. Interest (See Instructions)		
6. Total Due (Add lines 3, 4 & 5)		

## Worksheet for Computing Virginia Consumer's Use Tax for Individuals (CU-7)

- **Keep this with your other important tax records.** Use a separate sheet, if needed.
- If your receipt shows a "handling" charge or "shipping and handling" charge **but does not separately state the amount for shipping**, include this charge in the cost price. If your receipt shows a separate shipping or delivery charge, do not include this charge in the cost price.
- The tax is computed on what you paid for the item ("cost price"). Refer to the Consumer's Use tax rates section below for rates effective on and after July 1, 2018 and before January 1, 2020.

### Consumer's Use tax rates

- The general tax rate for Virginia is 5.3% (4.3% state tax and 1 % local tax).
- Northern Virginia and Hampton Roads regions - There is an additional 0.7% state tax imposed in the localities that make up Northern Virginia and Hampton Roads, making the rate in these areas 6% (5% state tax and 1% local tax).
- Historic Triangle region - There is an additional 1.0% state tax imposed in the localities that make up Historic Triangle. These localities are within the Hampton Roads Region, making the rate in these areas 7% (6% state tax and 1% local tax).
- Purchases of eligible food items are subject to a reduced rate of 2.5% (1.5% state tax and 1% local tax).

Northern Virginia Region		Hampton Roads Region			Historic Triangle Region	
Alexandria City	Loudoun County	Chesapeake City	Newport News City	Suffolk City	James City County	
Arlington County	Manassas City	Franklin City	Norfolk City	Virginia Beach City	Williamsburg City	
Fairfax City	Manassas Park City	Hampton City	Poquoson City	Williamsburg City	York County	
Fairfax County	Prince William County	Isle of Wight County	Portsmouth City	York County		
Falls Church City		James City County	Southampton County			

<b>Tax Year:</b>	From _____,	_____ to _____,	
	<b>Non-Food Items</b>	<b>Date of Purchase</b>	<b>Cost Price</b>
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
D.	Total Costs of Non-Food Items Purchased		_____
E.	Tax on Non-Food Items Purchased. Multiply Line D by the applicable rate in the Consumer's Use tax rates section above.		_____
	<b>Food Items Purchased</b>	<b>Date of Purchase</b>	<b>Cost Price</b>
F.	_____	_____	_____
G.	_____	_____	_____
H.	_____	_____	_____
I.	Total Costs of Food Items Purchased		_____
J.	Tax on Food Items Purchased (Line I times .025)		_____

Enter on Line 1a, Form CU-7.

Enter on Line 2a, Form CU-7.

Enter on Line 1b, Form CU-7.

Enter on Line 2b, Form CU-7.