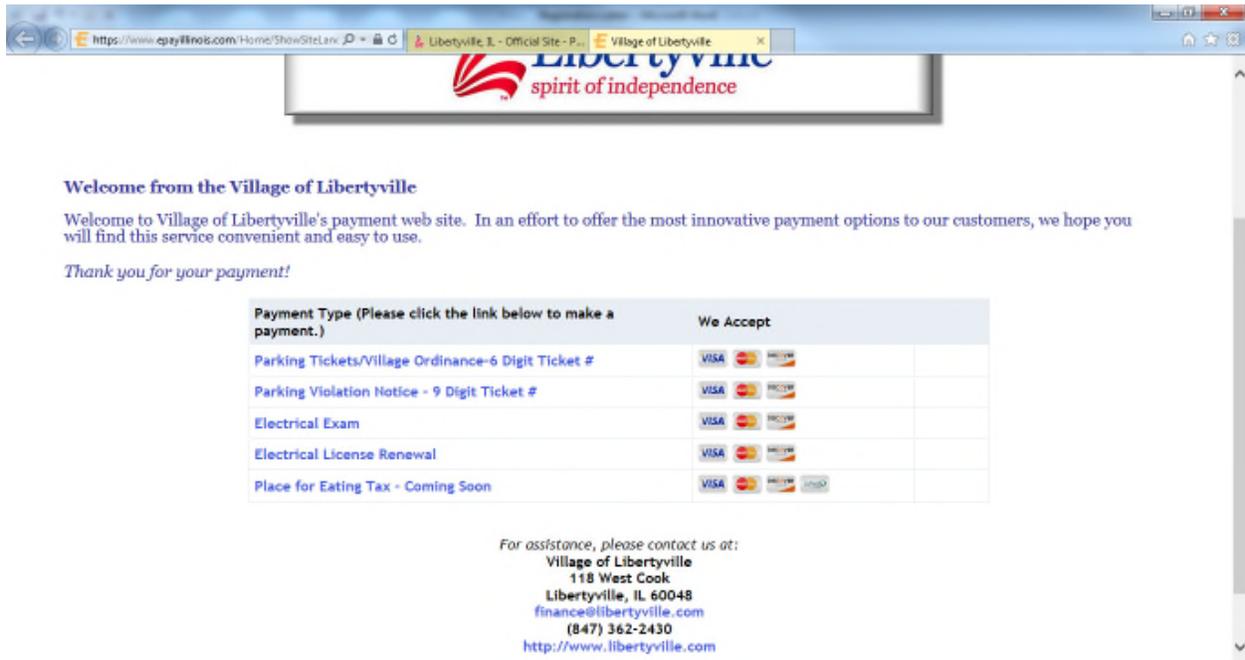
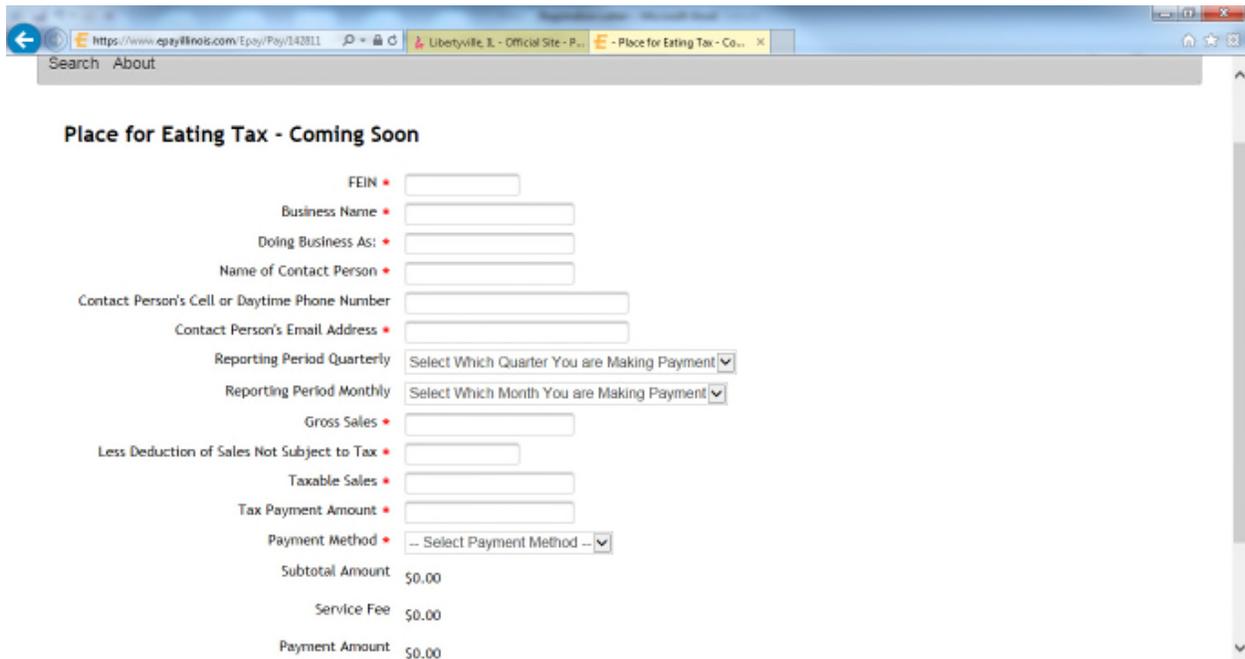


Access the Online Payment portal from the Libertyville.com webpage or directly at EPayIllinois.com by searching for Libertyville.



After clicking on Places for Eating Tax, you will see the following screen.



If you click in any field, additional information is provided in a black bubble.

The screenshot shows a web browser window with the URL <https://www.epay@ilinois.com/Epay/Pay/143811>. The page title is "Place for Eating Tax - Coming Soon". The form contains the following fields and values:

FEIN *	<input type="text"/>
Business Name *	<input type="text"/>
Doing Business As: *	<input type="text"/>
Name of Contact Person *	<input type="text"/>
Contact Person's Cell or Daytime Phone Number	<input type="text"/>
Contact Person's Email Address *	<input type="text"/>
Reporting Period Quarterly	Select Which Quarter You are Making Payment ▼
Reporting Period Monthly	Select Which Month You are Making Payment ▼
Gross Sales *	<input type="text"/>
Less Deduction of Sales Not Subject to Tax *	<input type="text"/>
Taxable Sales *	<input type="text"/>
Tax Payment Amount *	<input type="text"/>
Payment Method *	-- Select Payment Method -- ▼
Subtotal Amount	\$0.00
Service Fee	\$0.00
Payment Amount	\$0.00

A black tooltip bubble is positioned over the FEIN field, containing the text: "In the space provided enter establishment's FEIN."

Please select the appropriate reporting period, the period for which you are reporting sales. It is only necessary to select from **either** the Quarterly **or** Monthly Reporting Period, not both.

The screenshot shows the same web browser window as above. The "Reporting Period Monthly" dropdown menu is open, displaying a list of months from January to December. A black tooltip bubble is positioned over the dropdown menu, containing the text: "If applicable, select from the drop down box for which month you are submitting payment."

FEIN *	<input type="text"/>
Business Name *	<input type="text"/>
Doing Business As: *	<input type="text"/>
Name of Contact Person *	<input type="text"/>
Contact Person's Cell or Daytime Phone Number	<input type="text"/>
Contact Person's Email Address *	<input type="text"/>
Reporting Period Quarterly	Select Which Quarter You are Making Payment ▼
Reporting Period Monthly	Select Which Month You are Making Payment ▼
Gross Sales *	<input type="text"/>
Less Deduction of Sales Not Subject to Tax *	<input type="text"/>
Taxable Sales *	<input type="text"/>
Tax Payment Amount *	<input type="text"/>
Payment Method *	-- Select Payment Method -- ▼
Subtotal Amount	\$0.00
Service Fee	\$0.00
Payment Amount	\$0.00

In the Gross Sales field, please enter total sales from IL ST-1, Line 3.

Place for Eating Tax - Coming Soon

FEIN *

Business Name *

Doing Business As: *

Name of Contact Person *

Contact Person's Cell or Daytime Phone Number

Contact Person's Email Address *

Reporting Period Quarterly Select Which Quarter You are Making Payment

Reporting Period Monthly Select Which Month You are Making Payment

Gross Sales * In the space provided enter your gross sales. This should match with the IL ST-1, Line 3.

Less Deduction of Sales Not Subject to Tax *

Taxable Sales *

Tax Payment Amount *

Payment Method * -- Select Payment Method --

Subtotal Amount \$0.00

Service Fee \$0.00

Payment Amount \$0.00

Such items or goods that are not for immediate consumption on the premises, such as t-shirts or catering to events outside of the Village of Libertyville, are not subject to this tax and can be deducted in the field, "Less Deduction of Sales Not Subject to Tax."

Place for Eating Tax - Coming Soon

FEIN *

Business Name *

Doing Business As: *

Name of Contact Person *

Contact Person's Cell or Daytime Phone Number

Contact Person's Email Address *

Reporting Period Quarterly Select Which Quarter You are Making Payment

Reporting Period Monthly Select Which Month You are Making Payment

Gross Sales *

Less Deduction of Sales Not Subject to Tax * In the space provided enter amount that is not subject to sales tax.

Taxable Sales *

Tax Payment Amount *

Payment Method * -- Select Payment Method --

Subtotal Amount \$0.00

Service Fee \$0.00

Payment Amount \$0.00

“Taxable Sales” must equal “Gross Sales” minus “Less Deduction of Sales Not Subject to Tax.”

Place for Eating Tax - Coming Soon

FEIN *

Business Name *

Doing Business As: *

Name of Contact Person *

Contact Person's Cell or Daytime Phone Number

Contact Person's Email Address *

Reporting Period Quarterly

Reporting Period Monthly

Gross Sales *

Less Deduction of Sales Not Subject to Tax *

Taxable Sales *

Tax Payment Amount *

Payment Method *

Subtotal Amount \$0.00

Service Fee \$0.00

Payment Amount \$0.00

In the space provided enter the taxable sales amount.

Tax Payment Amount must equal “Taxable Sales” multiplied by 1% or .01.

Place for Eating Tax - Coming Soon

FEIN *

Business Name *

Doing Business As: *

Name of Contact Person *

Contact Person's Cell or Daytime Phone Number

Contact Person's Email Address *

Reporting Period Quarterly

Reporting Period Monthly

Gross Sales *

Less Deduction of Sales Not Subject to Tax *

Taxable Sales *

Tax Payment Amount *

Payment Method *

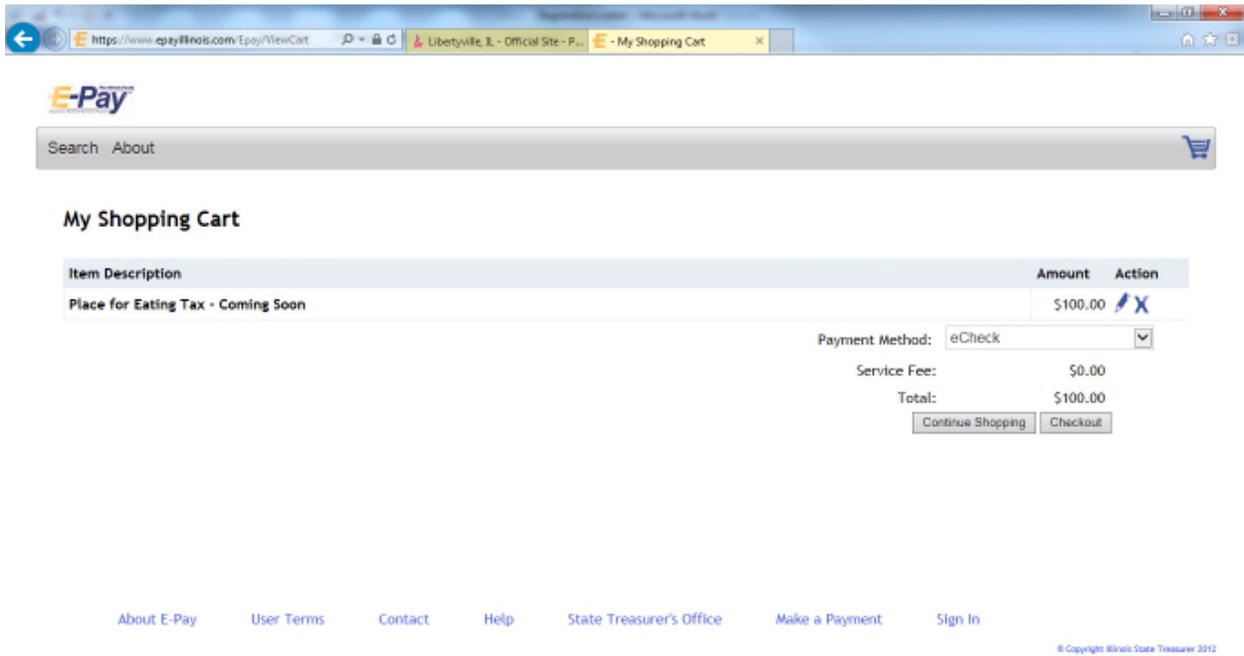
Subtotal Amount \$100.00

Service Fee \$0.00

Payment Amount \$100.00

Cancel Add To Cart Pay Now

Select your payment method and click on Pay Now and the following screen will appear. Proceed as with any online shopping cart to fill in your payment information and submit payment.



If you have any questions, please contact Patrice Sutton at psutton@libertyville.com or 847-918-2102.