



DEPARTMENT OF THE TREASURY
ALCOHOL AND TOBACCO TAX AND TRADE BUREAU
550 Main Street, Suite 8002
Cincinnati, Ohio 45202

SPECIAL (OCCUPATIONAL) TAX (SOT) INFORMATION

Dear Taxpayer:

In response to your request, we have enclosed TTB Form 5630.5, Special Tax Registration and Return, a copy of Publication 5170.2, Liquor Laws and Regulations for Retail Dealers, IRS Form SS-4, Application for Employer Identification Number (EIN) with instructions.

Special tax is computed on the basis of a tax year that begins on July 1st and ends on the following June 30th. If you begin business any time in July, you are required to pay for the entire year. If you begin business after the month of July, you are required to pay from the first day of the month in which you began business through June 30th.

Please Mail the completed Form 5630.5, and proper remittance made payable to the Alcohol and Tobacco Tax and Trade Bureau, to the address listed on the bottom of the form.

Special Occupational Tax Suspension

On October 22, 2004, H.R. 4520, the American Job Creations Act of 2004, was signed into law. As part of this act, the payment of Special Occupational Tax (SOT) was suspended for certain businesses, for a 3-year period from July 1, 2005 until June 30, 2008.

- Some taxpayers are no longer required to pay SOT during the suspension period,
- Some taxpayers are still required to pay, and
- **All** taxpayers must still file the SOT Registration annually

Category 1: These types of businesses must **file (register), but not pay** SOT during this period.

- Producers of alcohol beverages,
- Wholesalers of alcohol beverages,
- Importers of alcohol beverages,
- Retailers of alcohol beverages, and
- Manufacturers of non-beverage products.

If you have a **new (Category 1) business**, file [TTB F 5630.5](#) before commencing operations for the first time.

If you need to file a **Renewal Registration and Return** for **SOT Tax Year 2007** (July 1, 2006 – June 30, 2007) or **SOT Tax Year 2008** (July 1, 2007 – June 30, 2008), file [TTB F 5630.5](#) during the suspension period.

Category 2: These types of businesses must **continue to file (register) and pay SOT** during this period.

- Tax-Free Alcohol Users,
- Specially Denatured Alcohol Users and Dealers,
- Manufacturers of Cigarette Papers and Tubes,
- Tobacco Products Manufacturers, and
- Tobacco Export Warehouse Proprietors.

If you have a **new (Category 2) business**, file [TTB F 5630.5](#) and pay the appropriate amount of tax before commencing operations for the first time.

If you need to file a **Renewal Registration and Return** for the **SOT Tax Year 2007** (July 1, 2006 – June 30, 2007), file [TTB F 5630.5R \(2007\)](#) and pay the appropriate amount of tax.

For all industry members, SOT remains due and payable for all past SOT periods through June 30, 2005. Any liabilities incurred before or on that date are still due, even during the suspension period.

SOT Tax Year 2006 (July 1, 2005 – June 30, 2006)

- All **Alcohol Retailers:** New businesses that commenced operations during this period must file [TTB F 5630.5](#) for the 2006 SOT Tax Year. No tax is due. File SOT Tax “Renewal” Registration and Return [TTB F 5630.5R A-T \(FY 2006\)](#) for the SOT Tax Year 2006.
- All other **Category 1 businesses:** New businesses that commenced operations during this period must file [TTB F 5630.5](#) for the 2006 SOT Tax Year. No tax is due. File SOT Tax “Renewal” Registration and Return [TTB F 5630.5R P-No Tax \(2006\)](#) for the SOT Tax Year 2006.
- All **Category 2 businesses:** New businesses that commenced operations during this period must file [TTB F 5630.5](#) for the 2006 SOT Tax Year and pay the appropriate amount of tax. File SOT Tax “Renewal” Registration and Return [TTB F 5630.5R P-Taxes \(2006\)](#) and pay the appropriate amount of tax for the SOT Tax Year 2006.

If you have any questions, you may call us toll-free at 1-800-937-8864 or locally at (513) 684-2979. You may also visit our website at www.ttb.gov or send us an email at ttbtaxstamp@ttb.treas.gov.