

## **AVOID COMMON MISTAKES**

### **ALASKA MARIJUANA TAX RETURN**

To facilitate the processing of your marijuana tax return, be sure to do the following:

1. Make sure you have included all of the taxable sales and transfers for the calendar month. The METRC report does not include transactions from the end date entered. The Tax Division recommends that you run any METRC report from the first day of the tax month to the first day of the next month.
  - Include all sales and transfers of samples except for test samples – they are taxable.
  - Do not include transfers to testing facilities – they are not taxable.
  - Do not include sales and transfers to other cultivators. Only sales and transfers to retail marijuana stores, marijuana product manufacturing facilities, and marijuana concentrate manufacturing facilities are taxable.
2. Report all sales and transfers in ounces. Be consistent if converting to ounces!
3. Use either the shipped date or the received date but be consistent.

To facilitate the processing of your marijuana tax payment, be sure to do the following:

4. When making your tax payment, verify the tax period and voucher type on your payment voucher are correct.
5. Use a separate bag for each tax period. Each bag should contain only one voucher.
6. Verify the amount paid matches the amount on the voucher. If the amounts are different, either print a new voucher or write in the correct amount and initial the change.

If you have any further questions or concerns, please contact the Department of Revenue, Tax Division at 907.269.6620.