



# INSTRUCTIONS FOR COMPLETING THE TEMPORARY USE REMITTANCE RETURN

under the *Provincial Sales Tax Act*

## COMPLETING YOUR APPLICATION

- Use this form to report and pay provincial sales tax (PST) payable on equipment, tools or vehicles brought into BC for temporary use.
- Do not use this form if you bring goods into BC and do not know how long the goods will remain in BC (e.g. if the goods will qualify for temporary use). You pay PST on the full depreciated value of these goods. If the goods are later removed from BC, they are not eligible for a refund.
- If you require more space, see the ministry website for the worksheet available in [Excel](#). If you use the Excel worksheet, you must also complete and attach [Page 2](#) of this form.
- Include copies of invoices or receipts for any items purchased for \$1,000 or more.
- Complete all relevant fields and submit this form with your payment.
- Make your cheque, money order or bank draft payable to the **Minister of Finance**. A \$30 fee will be charged for dishonoured cheques.
- Payments are due on or before the last day of the month following the month in which the taxable (e.g. 6th) entry or day occurred.
- Payments may be sent to the address shown on the top of [Page 2](#) or may be made in person at your local [Service BC Centre](#).
- For more information, see [Bulletin PST 307](#), *Goods Brought into BC for Temporary Use*.
- If you have questions, call us toll-free at 1 877 388-4440 or email us at [CTBTaxQuestions@gov.bc.ca](mailto:CTBTaxQuestions@gov.bc.ca)

## PART B – PST ON EQUIPMENT, TOOLS AND VEHICLES TEMPORARILY USED IN BC

Tangible personal property (goods) including vehicles, tools and equipment, temporarily brought into BC for business purposes is subject to PST using the temporary use formula unless a specific exemption applies.

The temporary use formula, also known as the 1/3 formula, requires you to pay PST on one-third of the value of your goods for each 12-month period the goods are used in BC for **six days or more**. A partial day is considered a full day. The days the goods are in BC may be consecutive or spread over a 12-month period. Goods brought into BC for 5 days or less during each 12-month period are not taxable. Certain kinds of equipment used in the oil and gas industry may qualify for the 1/36 formula.

**Description of Item** – for each item brought into BC for temporary use, provide a description of the item including the make, model and year.

**ID or Unit Number** – enter the ID number of the item (such as serial numbers, VIN or unit number).

**Tax Year or Month** – for items taxed under the 1/3 formula, enter the year for which PST is being paid (year one, two or three). A tax year is the one year period from the first entry date in BC.

For items taxed under the 1/36 formula (oil and gas industry only), enter the month for which PST is being paid (1 to 36). A month is the period from the day of first entry to the numerically equivalent day of the following month less one day (e.g. April 2 entry, month would cover April 2 to May 1).

**Date of Entry into BC** – enter the first date of entry for the current period. If the item has been in BC for a continuous period which extends past the end of the prior period, enter the first day of the new period.

**6th Day in BC** – enter the date of the 6th day the goods are in BC for the current 12-month period. A partial day is considered a full day.

**Depreciation** – calculate depreciation on used goods to a maximum of 50% of the purchase price as follows:

$$\text{Depreciation} = \text{Purchase Price} \times \text{Depreciation Rate}$$

Use the following depreciation rates:

- Vehicles or Vehicle Mounted Equipment – 30% for each year or 2.5% for each 30 day period (month).
- Equipment, furnishings and affixed machinery not listed above – 20% for each year or 1.667% for each 30 day period (month).

For partial years, calculations must be rounded to the nearest 30 day period with 15 or more days counted as one period (month).

**Taxable Value** – for new goods, the taxable value is the total purchase price. For used goods, the taxable value is the greater of the depreciated value or 50% of the purchase price.

**1/3 (or 1/36) of Taxable Value** – for each tax year or month, multiply the taxable value of each item by 1/3 or 1/36.

**Tax Due** – multiply the 1/3 or 1/36 taxable value amount by the PST rate applicable. For the 1/3 formula, the rate is generally 7%. The PST rate is higher for passenger vehicles, which includes trucks and vans 3/4 tons or less, with a purchase price of \$55,000 or more. For more information, see [Bulletin PST 308](#), *PST on Vehicles*.

For each item, you make a maximum of 3 payments (one for each tax year) under the 1/3 formula and 36 payments (one for each month) under the 1/36 formula. No further PST is due on future entries of that same item into BC provided ownership of the item does not change. Calculate the maximum tax payable on an item as follows:

$$\text{Maximum Tax Payable} = (\text{Taxable Value} \times \text{PST Rate}) - \text{Other Sales Tax}$$

Other sales tax includes:

- PST (under the *Provincial Sales Tax Act*),
- Tax on Designated Property (TDP) (under the *Consumption Tax Rebate and Transition Act*),
- a provincial portion of the Harmonized Sales Tax (HST),
- PST under the *Social Service Tax Act*, or
- sales tax of another province.

Any other sales tax is not eligible if you have claimed or are entitled to claim a refund, credit or rebate (including input tax credits).



TEMPORARY USE REMITTANCE RETURN

under the Provincial Sales Tax Act

INSTRUCTIONS

- Complete this form IN FULL to report and pay provincial sales tax (PST) payable on equipment, tools or vehicles brought into BC for temporary use.
Before completing the form, carefully read the instructions on Page 1.
If you have questions about this form, call us toll-free at 1 877 388-4440 or email us at CTBTaxQuestions@gov.bc.ca

Freedom of Information and Protection of Privacy Act (FOIPPA) The personal information on this form is collected for the purpose of administering the Provincial Sales Tax Act under the authority of section 26(a) of the FOIPPA.

Table with 3 columns: OFFICE USE ONLY, TIN NUMBER, REGISTRATION/PROFILE/CASE

PART A - TAXPAYER INFORMATION

Form fields for Part A: FULL LEGAL NAME OF INDIVIDUAL OR CORPORATION, BUSINESS NUMBER, MAILING ADDRESS

PART B - PST ON EQUIPMENT, TOOLS AND VEHICLES TEMPORARILY USED IN BC

Complete all fields for each item brought into BC. For detailed instructions, see Page 1. If you require more space, an Excel worksheet is available on the ministry website.

Table 1: Item details including Description of Item, ID or Unit Number, Date of Purchase, Taxable Value, and Tax Due.

Table 2: Item details including Description of Item, ID or Unit Number, Date of Purchase, Taxable Value, and Tax Due.

Table 3: Item details including Description of Item, ID or Unit Number, Date of Purchase, Taxable Value, and Tax Due.

Summary table with 2 rows: Total Tax Due (include ALL items), Total Payment Enclosed

PART C - CERTIFICATION

I certify that the information provided on this return is true and accurate to the best of my knowledge.

Form fields for Part C: FULL NAME, TITLE, SIGNATURE, CONTACT TELEPHONE NUMBER, DATE SIGNED

Form fields for Part C: SIGNATURE, CONTACT TELEPHONE NUMBER, DATE SIGNED