

Checklist for Registering for the PST

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| 1) Does your business need to collect the PST? | Most businesses will need to register with the Government of British Columbia and attain a PST registration number. Visit here for some useful tips on the registration process and who needs to complete it. Click here to read a tax bulletin on who needs to collect PST and who doesn't. | <input type="checkbox"/> |
| 2) Are your products/services taxable or exempt | Many goods and services are subject to the PST and require you to collect the tax upon sale. Visit here for information on PST exemptions. Click here for a guide on what's taxable and what's not. | <input type="checkbox"/> |
| 3) Register to collect the PST | Registration can be completed online, in person (at your nearest Service BC centre) or by mail/fax. Click here to visit the online E-Tax BC site or click here to download the <i>Application for Registration for Provincial Sales Tax form</i> | <input type="checkbox"/> |
| 4) Learn about filing PST returns | Visit this site to learn how to complete and file your PST returns. | <input type="checkbox"/> |
| 5) Collect, file and remit the PST | Most businesses file and pay monthly, but you can also file and pay quarterly, annually and semi-annually depending on how much tax you collect. You can report and pay your PST online, through your bank, in person at a government office or by mail. Click here for more information on reporting and paying the PST | <input type="checkbox"/> |
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For more information on the PST, please visit the Government of British Columbia's Provincial Sales Tax site by [clicking here](#).