### COMPUTATION OF PUBLIC IMPROVEMENT FEE

1. **GROSS SALES and SERVICES**
2. Less Sales/Services not subject to the Public Improvement Fee  
   (Retain your records for three years)
3. Net Sales Subject to Public Improvement Fee  
   (Line 1 minus Line 2)
4. Public Improvement Fee Collected (1.25% of Line 3)
5. Excess Public Improvement Fee Collected
6. Total Public Improvement Fee Due and Payable  
   (Add Line 4 and Line 5)
7. Adjustments  
   **ADD (Additional Amount Due)**
   **Deduct (Credit Due to Merchant)**
8. Late Filing Penalty: 10% of line 6 or $15.00 whichever is greater  
   Interest: 1% of line 6 per month
9. **TOTAL PUBLIC IMPROVEMENT FEE DUE AND PAYABLE**
   Payable to: CENTERRA PUBLIC IMPROVEMENT COLLECTION CORP

**PIF Payment Form Instructions**

- **Line 1:** Report all sales made during the period covered
- **Line 2:** Deduct only those exempted sales allowed. These exemptions are the same as the City of Loveland's sales tax exemptions.
- **Line 3:** To calculate sales subject to PIF subtract Line 2 from Line 1
- **Line 4:** To calculate the PIF due, multiply Line 3 by 1.25%
- **Line 5:** Any excess PIF collected must be reported on Line 5 and remitted
- **Line 6:** To calculate the total PIF due, add Line 4 and Line 5
- **Line 7:** Add or deduct any under or overpayment from previous periods
- **Line 8:** Add 10% or $15.00 whichever is greater and Interest is calculated at 1% per month
- **Line 9:** To calculate, total PIF due, add Line 6, 7 and 8

**Make Checks Payable To: CENTERRA PUBLIC IMPROVEMENT COLLECTION CORP**

**By:**  
**Company:**  
**Phone:**  
**Title:**  
**Date:**