

OFFICE OF THE NAVAJO TAX COMMISSION

Instructions for filing FORM 607 – Detail of Contracts

NOTE: Form 607 is to be used specifically for reporting quarterly gross receipts from construction activity.

INSTRUCTIONS:

I. Detail of Contracts

- A. **Contracting Entity:** Enter agency awarding the mentioned contract by specific agency/entity name (i.e., Bureau of Indian Affairs - Gallup Area Office (BIA), Chinle Unified School District #24, etc.).
- B. **Contract Number:** Provide each contract's identification number (i.e., #123-456-7(8), CMN0000123, etc.).
- C. **Type of Work and Location:** Enter the type of construction activity for the reporting quarter and the site (location) of the construction (i.e., Reroofing Dormitory, Chuska Boarding School, Chuska, New Mexico).
- D. **Amount:** Enter the Gross Receipts for each respective contract (i.e., \$12,345-round to nearest dollar).

II. **Total:** Enter total amount of gross receipts reported from this page.

III. **Total:** Enter total amount of gross receipts reported from any additional pages.

IV. **TOTAL AMOUNT:** Enter the total gross receipts reported for **all** taxable construction activities from this page and additional pages for the specified reporting quarter. **This amount is to be transferred to Form 600 – Line 1.**