

ZIMMERMAN

INLAND STEEL COMPANY
WHEELWRIGHT, KY.

13 February 1960

To: K. E. Moore
Bill Stumbo
H. M. Wilkinson, Jr.
From: H. O. Zimmerman

Attached hereto is copy of a memorandum I have distributed among all department heads and staff personnel.

The sales tax will, of course, apply to all merchandise sold at the store, but in this case the tax will be passed on to the customer.

From what I now know about the tax bill, a number of reports will have to be prepared and submitted to the Revenue Department at Frankfurt. Between now and July 1, you should work out the necessary procedure at the store for collection of the tax and the necessary accounting to maintain proper record of the collections.

As I obtain more definite information concerning the tax and its application, I will pass the information on to you.

Manager Coal Properties

CC: FSConley
SBenedict

Sonny, Chick, Steve:

The sales tax will apply to any supply house materials sold to individuals. It will also apply to any materials sold from Buildings and Grounds Department stock and materials and machinery on hand in other departments, regardless of the class and condition of such material and equipment. The 3 per cent tax applied to such materials sold will, of course, be in the form of a reimbursement or credit to Inland.