

# CITY AND BOROUGH OF SITKA

# Newsletter FOURTH QUARTER 2014



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<b>4TH QUARTER 2014</b>
October 2014
November 2014
December 2014
<b>DUE FEBRUARY 2, 2015</b>

## Message from the Assessing Department:

## IMPORTANT REMINDER

**4TH QUARTER SALES TAX RETURNS  
DUE FEBRUARY 02, 2015**

Forth Quarter sales tax returns are due by February 02, 2015. Businesses who did not generate any revenue are also required to file sales tax returns on time. Late filing will incur a progressive late filing fee plus penalty and interest against tax balance owed.

**Please contact the tax office if you have any questions or need assistance.**

## BUSINESS AND PERSONAL PROPERTY DECLARATIONS DUE BY FEBRUARY 15, 2015

Per Sitka General Code 4.12, a new exemption for business property was adopted in 2013 by the City and Borough of Sitka. There is now a \$25,000 exemption for business property which is deducted from the business's total property assessed value. **Note that if your business property is worth less than \$25,000, this filing is still required.** Failure to file this return is subject to a fee of \$100.00 per City and Borough Code.

Failure to submit the Business and Personal Property Return by February 15th, 2015 will cost you a fee of \$100.00.

Filing a Business Property Return by February 15th, 2015 will exempt the first \$25,000 of your assessed value.

For questions, please contact Assessing at (907)747-1822.



## Gov't-Funded Non-Profit Agencies

Per SGC 4.09.100(v), Nonprofit organizations that qualify as tax exempt under IRC section 501(c) and derive fifty percent or more of their gross revenue from local, state, or federal government sources are exempt from sales tax if approved. The exemptions certificates are issued on a two year basis. Agencies that qualified last year have already been extended until December 31, 2015. New agencies must complete the application, remit the \$25.00 application fee, and submit an annual report showing their qualifications. Upon approval, these agencies will be granted a tax exempt number for 2015-2016. If you did not receive an application, they may be obtained on our website.

**REMEMBER—if you are granting a tax exemption, the customer must have a city issued tax exempt number. The list of approved non-profits is listed on our [website](http://cityofsitka.com/business/taxes/index.html). Please visit our site: <http://cityofsitka.com/business/taxes/index.html>**

### Yearly Filers

**January is the time that businesses who have been granted yearly filing status need to file their sales tax return for the entire calendar year. Due date: February 2, 2015**

### HOW TO ACCOUNT FOR NO SALES TAX DAYS

Friday, November 28th and Saturday, November 29th, 2014 were adopted by the City and Borough of Sitka's Assembly as a no sales tax holiday for certain sales. Sales, except for fuel sales and those that are part of a continuing obligation on the buyer (i.e. phone, TV, utilities, etc.), are exempt from sales tax on these designated days.

**Businesses need to include these sales in your gross receipts in Section 1 of your sales tax return and list this as an exemption on line 3-H. Please be sure to label this as "No tax day". If you have any questions, do not hesitate to contact our offices.**

**We're on the Web  
[www.cityofsitka.com](http://www.cityofsitka.com)**

**Under the "Business" section.**

### LONG-TERM RESIDENTIAL RENTAL PROPERTY SALES TAX INTERPRETATION

The filing of sales tax returns by person whose sole commercial activity is the long-term rental of a room, set of rooms, structure, or suite for residential purposes, and who would otherwise file a return showing no sales tax liability, and who do not have tax liability under the hotel, motel, and bed and breakfast transient room tax, is no longer required under the provisions of Sitka General Code section 4.09.270 A. This determination is also hereby made retroactive to January 1, 2014, in order to apply to persons who file annual returns.

**If the sole commercial activity for your account is LONG-TERM RESIDENTIAL RENTAL PROPERTY AND if your account is in good standing, please close out your account. All active accounts will be required to file sales tax returns in accordance with the City and Borough of Sitka Tax Code.**

We are available to answer questions and help with filing of your sales tax quarterly returns Monday through Friday from 8:00 a.m. to 5:00 p.m. Our offices are located on the second floor of the City building in the Finance Department or we may be contacted by phone at:

Amber Swedeen	Tax Clerk	747-1840
Hardik J. Patel	Tax Accountant	747-1853
E-mail: <a href="mailto:salestax@cityofstika.com">salestax@cityofstika.com</a>		