



TAX & LICENSE LAUNCHES VIRTUAL CUSTOMER SERVICE

The health and safety of our customers and staff are our top priority. Due to the COVID-19 pandemic, the Tax & License lobby is closed until further notice; however, staff is working remotely to serve you.

Tax & License customer service is available using a variety of options including:

Phone:
253-591-5252

Email:
licenseinfo@cityoftacoma.org
taxinfo@cityoftacoma.org

Virtual Customer Service:
Online Zoom Meeting*

*Hours vary and are subject to change, visit cityoftacoma.org/taxandlicense to connect with us.

We appreciate your understanding during this unprecedented time.

RESURGENCE LOAN PROGRAM

The City of Tacoma will launch the Resurgence loan program in January 2021. Tacoma businesses will be allowed to borrow up to \$25,000 at a fixed low-interest rate for 5 years with no collateral required. For more information and to apply in January, please visit www.makeittacoma.com.

ANNUAL TAX FILERS - DUE DATE CHANGE

Beginning in 2021, the due date for annual tax returns changes from January 31 to April 30. If you file annually, your 2020 annual tax return will now have a due date of April 30. The annual tax returns will continue to be mailed out in late-December and can be filed and paid any time prior to April 30.

Annual business license renewals and 4th quarter tax returns remain due by **January 31**.



SERVICE & OTHER APPORTIONMENT 2020 CHANGES

Effective January 1, 2020, SHB 1403 simplified how to apportion income that is classified as Service & Other. A new definition of customer location was adopted to source income using a market-based method. The customer location is now primarily determined to be where the services are ordered from. To learn more, visit cityoftacoma.org/taxandlicense.



TAX & LICENSE WORKSHOP

Business Owners and Tax Preparers: register to attend our virtual workshop on January 21, 2021 from 2-4pm at cityoftacoma.org/taxandlicense.

Topics include:

- Tax classifications and how they apply to your business
- Minimum filing thresholds
- How to complete your tax return
- Online filing and payment options on FileLocal

Check our website in 2021 for information about future quarterly workshop dates.

QUICK FACTS

- 2020 Job Credit Wage \$20.77
- 2021 Tacoma Minimum Wage \$13.69

2021

City of Tacoma Tax & License BUSINESS NEWS

taxinfo@cityoftacoma.org | 253-591-5252 | cityoftacoma.org/taxandlicense



FILE & PAY ONLINE WITH FILELOCAL

The FileLocal system has been enhanced to improve performance and reliability for this year's annual filing season. Join the thousands of Tacoma taxpayers that securely use FileLocal to make payments, print license certificates and more.

FileLocal user fees apply. For help using FileLocal call 1-877-693-4435. To learn more about all of Tacoma's payments options visit cityoftacoma.org/taxandlicense.



PLANNING ON STARTING A HOME BUSINESS?

A home based business located in Tacoma requires a Conditional Home Occupation license and must be approved prior to conducting business. Learn more at cityoftacoma.org/taxandlicense or call us at 253-591-5252 to ensure your business meets City requirements.



KEEP US UPDATED!

Did you close your business or have a change of address? Email us at licenseinfo@cityoftacoma.org any address changes or the date your business closed in order to update your account and prevent new fees and penalties from being assessed.



FILELOCAL WORKS FOR OTHER CITIES TOO

FileLocal is your one stop for local business licensing and tax filing. Besides Tacoma, you can pay tax or licenses for Bellevue, Bremerton, Des Moines Everett, Lake Forest Park, Renton, Seattle, Shoreline and Snoqualmie. Once your business locations are set up on FileLocal you can conveniently file and pay for all participating cities at one time!



Has your business been affected by COVID?

Business license fees are based on a businesses worldwide gross income. If your anticipated worldwide gross income has changed, review the reverse side of your license renewal notice and adjust the amount of the fee when paying.

Reminder: Businesses that gross under \$250,000 in worldwide income do not owe tax, however, if you have been sent a tax return please file the return indicting your annual income.

BUSINESS DEMOGRAPHICS

In 2021, the City of Tacoma will be collecting business owner demographic data. Businesses may ask, "why is this data important or relevant?" In order for the city to continue its drive towards transformation and in ensuring we continue to strive for equity in City contracting programs and policies, we have implemented this process to assist us in developing innovative programs to better serve our business community. Please contact cwolfe@cityoftacoma.org for more information about how to contract with the City.

Visit www.makeitacoma.com to learn about programs that could assist your business. OR scan me!

