



REMINDER

October 1, 2013 sales tax reverted back to 5% charged on all sales, services, and rentals unless otherwise exempt.

Bed tax remains at 6%.



From Assessing Department: **IMPORTANT NOTICE OF CHANGES IN BUSINESS PROPERTY TAX POLICY**

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 Property Return by February 15th 2014 will cost you a fee of \$100.00.

SGC 4.12.055. Failure to file return - Fee - Penalty.

(A) A taxpayer who fails to file a return as provided in SGC 4.12.50A shall be subject to a fee of \$100.00 for the cost of the assessor's preparation of a valuation based on information available or obtained by the assessor for the taxable property as allowed under SGC 4.12.030 (also referred to as "forced filing"). The taxpayer shall be notified of the fee as of the date of mailing of business property and personal property assessment notices.

(B) A person or entity that knowingly makes a false affidavit to a business property or personal property return required by this section relative to the amount, location, kind or value of property subject to taxation with the intent to evade the taxation, is guilty of a violation. Upon conviction, the violator shall be subject to penalty as provided in SGC 1.12.010.

Filing a Business Property Return by February 15th 2014 will exempt the first \$25,000 of your assessed value.

SGC 4.12.025. Exemptions.

(K) A taxpayer who files a timely business property return with the assessor, shall be exempted the first \$25,000 of assessed value of business property owned by each taxpayer from taxation as an optional exemption as set forth in AS 29.45.050(c). For taxpayers with multiple business property accounts, the optional exemption will be distributed among all of the accounts pro rata, based on the proportion of the assessed value in each account to the total assessed value of taxpayer's business property. This exemption shall not apply to personal property affixed to land or improvements to land, boats, aircraft, float houses, nor to motor vehicles subject to a registration tax under AS 28.10.431 and as such statute may be hereafter amended, revised, or replaced.

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

CIGARETTE & TOBACCO PRODUCTS LICENSE

EXPIRES DECEMBER 31, 2013



Applications for renewal will be mailed out to those with existing licenses by no later than the end of November however, if you are importing tobacco products, manufacturing, or selling in the City and Borough of Sitka and did not receive a license application, one may be obtained on our website or in our offices. You are required to be licensed and report your activity per SGC 4.26. There is a \$100.00 license fee.

Seasonal Businesses

If you anticipate no business activity for the 4th quarter 2013 and 1st quarter 2014, you may pre-file those quarterly returns so you don't risk forgetting to file and being assessed penalties on late returns. Additional forms may be found online.



Resale Exemption Cards

Current holders of resale exemption cards should be aware that these cards will expire on December 31, 2013. A new application for 2014 will be mailed out to current card holders in November. The application will need to be completed and payment of \$25.00 plus \$1.25 (5%) sales tax included for a new valid card to be issued for 2014. The application can be marked as renewal and same codes as last year. Your new cards will be mailed out prior to January 1st or within one week of receipt of the application.

If you do not receive an application in the mail, you may obtain one from our website or in our offices. Businesses must be in good standing

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. except on City recognized holidays (upcoming holidays are November 11th & 28th and December 25th). Our offices are located on the second floor of the City building in the Finance Department or we may be contacted by phone at:
747-1840 or 747-1853.
Marjorie Parmelee—Tax Clerk
Brenda Calkins—Tax Accountant

We're on the Web
www.cityofsitka.com
Under the "Business" link

3rd Quarter, 2013
July, 2013
August, 2013
September, 2013
DUE OCTOBER 31st

**ASK TO SEE
CURRENT TAX
EXEMPT
CERTIFICATES**