

## TRANSACTION PRIVILEGE TAX CHANGES – JULY 2016

The State of Arizona and its Cities and Towns continue to work together toward the goal of simplifying the manner in which taxpayers report and pay their Transaction Privilege Tax (TPT). The City of Chandler would like to provide the following information regarding the upcoming change in licensing, reporting and paying all jurisdictions TPT to the Arizona Department of Revenue (ADOR) versus the City of Chandler to ensure there is a smooth transition.

### Non-Program Cities (including the City of Chandler)

For all non-program Cities, including the City of Chandler, the reporting requirements are not changing *at this time*. You will continue to report and remit to the non-program cities exactly as you have done in the past. You will be notified in advance when the reporting requirements change for non-program cities (likely sometime in the next few months).

### State of Arizona and Program Cities

The ADOR is implementing changes to TPT licensing, reporting and paying, as required by law, starting with the June 2016 reporting period, filed in July 2016.

- ADOR strongly encourages all businesses to register and file their Transaction Privilege Taxes using [www.AZTaxes.gov](http://www.AZTaxes.gov).
- All businesses must file by location number on the city detail section of your return. The [location number](#) can be found on your Arizona TPT License. Taxpayers registered in [www.AZTaxes.gov](http://www.AZTaxes.gov) may access their location list online.

ARIZONA DEPARTMENT OF REVENUE  
ATTN: License and Registration  
PO BOX 29032  
Phoenix, AZ 85038-9032

ARIZONA DEPARTMENT OF REVENUE  
**TRANSACTION PRIVILEGE TAX LICENSE**  
NOT TRANSFERABLE

The licensee listed below is licensed to conduct business upon the condition that taxes are paid to Arizona Department of Revenue as required under provisions of A.R.S. Title 42, Chapter 5, Article 1.

2016

ISSUED TO: ABC Company INC  
dba Carolyn Smith  
1234 East Sesame Street  
Phoenix AZ 85007

ALL communications and reports MUST REFER to this LICENSE NO.

LICENSE: 12345678  
START DATE: 06/01/1988  
ISSUED: 01/21/2016  
EXPIRES: 12/31/2016

LOCATION: NUMBER 001  
Carolyn Smith  
555 South Broadway Road  
Phoenix, AZ 85009  
XXXXXXXXXXXXXX  
XXXXXXXXXXXXXX

- State law requires businesses with more than one physical location in Arizona to file tax returns electronically via [www.AZTaxes.gov](http://www.AZTaxes.gov) (see [A.R.S. § 42-5014.H.](#))
- ADOR no longer accepts the TPT-1 form for reporting periods beginning on or after June 1, 2016. [Two new forms](#) are available to accommodate location-based reporting for filing periods beginning on or after June 1, 2016. The TPT-EZ is a simplified tax form for businesses with one location or jurisdiction. The TPT-2 replaces the outdated TPT-1 for use by multi-location or multi-jurisdiction businesses.
- ADOR staff is available weekdays between 8 AM and 5 PM (M.S.T.) if you have questions or need assistance. Contact toll-free at 1 (844) 698-9176 or by email at [AskTPT@azdor.gov](mailto:AskTPT@azdor.gov).

In the coming months, you will continue to receive information, forms and instructions, from both the State and Cities, until the transition is complete.

### If You Have Chandler Licensing Questions

Please contact us via email at [salestax@chandleraz.gov](mailto:salestax@chandleraz.gov) or by calling (480) 782-2280. Our licensing office is located at 175 S. Arizona Ave, Chandler, AZ 85225. Office hours are Monday through Friday, 8 a.m. to 5 p.m.