



# The Revenues



## New convention and tourism online filing system available

## Revenue Division

April 2008

The City of Kansas City, Mo., Revenue Division is pleased to announce the release of a new online system for the filing and payment of the Kansas City convention and tourism taxes. This new system allows taxpayers the option of filing the Convention and Tourism Restaurant (RD-107) and Hotel (Rd-106) forms online at no cost to the taxpayer.



This program was developed by the Revenue Division in order to:

- Make tax return preparation and filing less burdensome to the taxpayer
- Provide access to a free and secure electronic filing and payment option
- Provide greater service and access to taxpayers
- Process the tax forms and payments it receives more quickly and accurately.

To access the online convention and tourism system, please go to the City's Web site at [www.kcmo.org/revenue](http://www.kcmo.org/revenue) and click on "pay your convention and tourism."

The Revenue Division is sure taxpayers will find the new convention and tourism online filing system

a convenient alternative to mailing in paper tax forms and remitting checks. For more information and/or questions, e-mail us at [revenue@kcmo.org](mailto:revenue@kcmo.org) or contact Eric Davison at (816) 513-1063.

Busy, busy, Business License..... 2

Business license search now available..... 2

Frequently asked questions..... 3

Contact information and other helpful numbers ..... 3

Monthly and quarterly filing due dates..... 4

Did you know?..... 5

Speakers bureau ..... 5

Subscription form..... 6

### Revenue Division of the Finance Department

City Hall, second floor  
414 E. 12th St.  
Kansas City, MO 64106

## We're on the Web!

Visit us at [www.kcmo.org](http://www.kcmo.org) or e-mail us at [revenue@kcmo.org](mailto:revenue@kcmo.org) or [refunds@kcmo.org](mailto:refunds@kcmo.org)



# Busy, busy, Business License

The Revenue Division's Business License section keeps busy working to ensure taxpayers obtain licenses and clearances while enforcing compliance. By busy, we mean:

## February 2008

1,214	Walk-in taxpayers
\$1 million	Business license tax collected
2,598	Processed clearance letters (clearance letters ensure businesses comply with the City's license and tax ordinances)
7,000	Approximate number of taxpayer calls to the Revenue Division

## Annually

Five	Full-time employees
\$20 million	Business license tax collected annually
14,402	Licensed businesses in the city
\$2 million	Cigarette stamps collected annually
229	Average walk-in taxpayers per month during off-peak season
340	Businesses contacted regarding compliance enforcement in the past year
75	Fireworks permits processed in the past year

Specific information about business license fees is available in Chapter 40 Licenses and Miscellaneous Business Regulations of the City's Code of Ordinances.

For more information, visit our Web site at [www.kcmo.org/revenue](http://www.kcmo.org/revenue), or contact the Business License section at (816) 513-1135 or Taxpayer Services at (816) 513-1120.

## Business license search now available

Taxpayers, tax preparers and residents can determine if an individual or business has a current business license with the City of Kansas City, Mo., by using the online business license search engine. This new capability is similar to the secretary of state searches currently provided by the states of Missouri and Kansas. Searches for business and professional licenses are performed by:

- Legal name and/or DBA (doing business as) name, if one is provided
- Business address
- Type of business
- Licenses issued by date

The database is updated weekly and provides only current-year business license information for businesses that are considered "currently licensed"

by the City. "Currently licensed" means the business has been issued a business license for the current year.

All persons (sole proprietors, partnerships and corporations) who conduct business in Kansas City, Mo., must obtain a business license for that activity. A license is valid for the year in which it is issued. Business licenses expire on Dec. 31 of each year.

For more information about City business licenses, please contact the Business License Section at (816) 513-1135 or Taxpayer Services at (816) 513-1120.





## Frequently asked questions

Who is required to pay the 1 percent earnings and profits tax?

- All City of Kansas City, Mo., residents are required to pay the earnings tax, even if they work outside of the city.
- Non-residents are required to pay the earnings tax on income earned within city limits.

What are the earnings and profits taxes?

- The earnings tax is a 1 percent tax on an individual's earned income such as salaries, wages, commissions, tips and other compensation.
- The profits tax is a 1 percent tax on a business' net profits.

Why were these taxes established?

- The earnings and profits taxes are the single largest revenue sources for services such as fire and police protection, capital improvement programs, trash service, snow removal and health and medical care.

How and when do I file?

- Forms are available on the City's Web site ([www.kcmo.org](http://www.kcmo.org)), at City Hall, at the City's public libraries and by mail.
- E-filing is available for taxpayers at [www.kcmo.org](http://www.kcmo.org) by clicking on "E-Services."
- Individuals who are fully withheld by their employers should not file a return.
- Individuals whose taxes are not withheld by their employers must file and pay on or before April 15 of each year.
- Businesses either pay their profits tax on April 15 or 105 days after the end of their fiscal year.

## Helpful telephone numbers

### Finance Department

Audit  
(816) 513-1281

Business License  
(816) 513-1135

Refund  
(816) 513-1122

Taxpayer Services  
(816) 513-1120

3-1-1 Action Center  
311 or (816) 513-1313

Fire Department  
(816) 784-9200

Health Department  
(816) 513-6247

Human Resources Department  
(816) 513-1929

Municipal Court  
(816) 513-2700

Neighborhood and Community  
Services Department  
(816) 513-3200

Parks and Recreation Department  
(816) 513-7500

Police Department  
(816) 234-5000 (non-emergency)

Regulated Industries  
(816) 784-9000

Water Services Department  
(816) 513-0271

# Monthly and quarterly filing due dates (April to June 2008)

## Quarterly

Convention and tourism withholding

<u>Quarter</u>	<u>Due date</u>
April 1 to June 30	July 31

Downtown arena  
(Car and hotel/motel)

<u>Quarter</u>	<u>Due date</u>
April 1 to June 30	July 20

## Monthly

Convention and tourism  
(Food and room)

<u>Month</u>	<u>Due date</u>
April	May 20
May	June 20
June	July 31

Withholding

<u>Month</u>	<u>Due date</u>
April	May 15
May	June 15
June	July 30

## Quarter-monthly

Convention and tourism  
withholding

<u>Period</u>	<u>Due date</u>
April 1-7	April 10
April 8-15	April 18
April 16-22	April 25
April 23-30	May 5
May 1-7	May 12
May 8-15	May 20
May 16-22	May 27
May 23-31	June 4
June 1-7	June 11
June 8-15	June 18
June 16-22	June 27
June 23-30	July 3



“Did you know?”

A section for questions and helpful information

## The Revenue Division...

- Distributes 871 newsletters each quarter
- Received 10,772 taxpayer calls in February 2008
- Has 73 full-time employees
- Receives an average of 450 e-mails each month
- Has 113 newsletter subscribers

## Revenue Division Speakers Bureau available to meet with residents

Educating the public is key to our success. The Revenue Division is committed to educating taxpayers and residents about the earnings tax.

If you would like for us to come and talk with your business or organization and answer any questions you may have regarding the taxes collected by the Revenue Division, call Cherie Howard, public information officer, (816) 513-1087.





**Revenue Division of the  
Finance Department**

City Hall, second floor  
414 E. 12th St.  
Kansas City, MO 64106

# The Revenues

Name of business/organization

Contact person

Telephone number

Address

City

State

ZIP Code

E-mail address

Number of copies needed

Mail to the attention of: Cherie Howard, City Hall, second floor, 414 E. 12th St., Kansas City, MO 64106 or call (816) 513-1087.

If you would like "The Revenues" mailed directly to your business or organization, submit this form to get signed up. "The Revenues" is a quarterly publication provided by the City of Kansas Department's Revenue Division. Its purpose is to educate, inform and provide a service to the taxpayers and residents of Kansas City, Mo., and surrounding areas.