



**IMPORTANT CHANGE
NEW 2018 THRESHOLD AMOUNTS FOR
THE RETAIL SALES AND USE TAX TWO-LEVEL TAX RATE STRUCTURE
UNDER THE COMPREHENSIVE TRANSPORTATION PLAN
EFFECTIVE JANUARY 1, 2018**

This important change affects retailers and businesses with Use Tax liability that engage in the retail sales or use of single items of tangible personal property, whose value exceeds the current threshold of \$10,000. **This change will NOT affect retailers or businesses with Use Tax liability that engage in the retail sales or use of single items of tangible personal property, whose value is equal to or below the current threshold of \$10,000. It will ONLY affect businesses with retail sales or use of single items of tangible personal property whose value is between \$10,001 and the new threshold of \$10,303.**

Phoenix voters approved Proposition 104 in the August 25, 2015 city election to fund a Comprehensive Transportation Plan. The plan maintains and expands light rail and bus routes, improves city streets, and provides residents with more transportation choices. This voter-approved initiative increased the transaction privilege and use tax by three-tenths of one penny per dollar (0.3%) for certain business activities and created a two-level tax structure imposed on sales or purchases of “big-ticket” items under the Retail Sales and Use Tax business classifications. The new tax is effective for 35 years and began on January 1, 2016, as authorized by the Phoenix City Council under Ordinance S-41591 and Ordinance G-6073.

The ordinances require that the threshold amount of \$10,000 under the new two-level tax structure for the Retail Sales and Use Tax business classifications be adjusted for inflation on a biennial basis beginning on January 1, 2018. The results of the required inflation analysis determined that the monetary change was an increase of \$303. Therefore, the current threshold amount of \$10,000 will be adjusted by an incremental amount of \$303 to \$10,303 for the next two years beginning on January 1, 2018. Any Retail Sales and/or Use Tax business activity must be reported in accordance with the new threshold amounts under the two-level tax rate structure utilizing the proper corresponding Business Code.

Because of these changes, the instructional definitions for the Retail Sales, Use Taxable Purchases, and Use Tax Out-of-State Vendor business activities will be modified accordingly. **You will need to report three of these business activities under new codes when filing your tax return as shown on the reverse side of this notice.** We request that you follow these instructions in order to ensure that you are reporting your business activities appropriately.

- **MONTHLY FILERS** - Your January 2018 business activity must be reported and filed by the due date of February 20, 2018.
- **QUARTERLY FILERS** - Your January, February, and March 2018 business activity must be reported and filed by the due date of April 20, 2018.
- **ANNUAL FILERS** – Your January through December 2018 business activity must be reported and filed by the due date of January 20, 2019.

RETAIL SALES BUSINESS ACTIVITY

Retail Sales, Level 1 (Business Code 017)

The gross income from the retail sale/purchase of a single item of tangible personal property, whose value is equal to or less than **\$10,303** before taxes, add-ons, or sales price adjustments, must be reported at the 2.3 percent tax rate. When the gross income from the retail sale/purchase of the single item of tangible personal property exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the 2.3 percent tax rate will apply to the first **\$10,303** in value and be reported under this business code.

Retail Sales, Level 2 (NEW Business Code 167)

When the gross income from the retail sale/purchase of a single item of tangible personal property exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the amount that exceeds **\$10,303** must be reported at the 2.0 percent tax rate under this business code.

USE TAXABLE PURCHASES BUSINESS ACTIVITY

Use Taxable Purchases, Level 1 (Business Code 029)

The cost for the storage or use in the City of a single item of tangible personal property acquired from a retailer, whose value is equal to or less than **\$10,303** before taxes, add-ons, or sales price adjustments, must be reported at the 2.3 percent tax rate. When the cost of the single item of tangible personal property exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the 2.3 percent rate will apply to the first **\$10,303** in value and be reported under this business code.

Use Taxable Purchases, Level 2 (NEW Business Code 169)

When the cost for the storage or use in the City of a single item of tangible personal property acquired from a retailer exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the amount that exceeds **\$10,303** must be reported at the 2.0 percent tax rate under this business code.

USE TAX, OUT-OF-STATE VENDOR BUSINESS ACTIVITY

Use Tax, Out-of-State Vendor, Level 1 (Business Code 029)

The cost for the storage or use in the City of a single item of tangible personal property acquired from a retailer not located within the City, whose value is equal to or less than **\$10,303** before taxes, add-ons, or sales price adjustments, must be reported at the 2.3 percent tax rate. When the cost of the single item of tangible personal property exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the 2.3 percent rate will apply to the first **\$10,303** in value and be reported under this business code.

Use Tax, Out-of-State Vendor, Level 2 (NEW Business Code 169)

When the cost for the storage or use in the City of a single item of tangible personal property acquired from a retailer not located within the City exceeds **\$10,303** in value before taxes, add-ons, or sales price adjustments, the amount that exceeds **\$10,303** must be reported at the 2.0 percent tax rate under this business code.

If you have any questions regarding this information, please contact the City of Phoenix Finance Department, Tax Division representatives at (602) 262-6785, option 6, or by email at tax@phoenix.gov.