



**Seattle**  
City Finance

**CITY OF SEATTLE - TRANSPORTATION NETWORK COMPANY (TNC) TAX RETURN**

To file this form electronically, please go to: [www.FileLocal-wa.gov](http://www.FileLocal-wa.gov)

Business Legal Name \_\_\_\_\_

Filing Period (Quarter/Year) \_\_\_\_\_

Customer # or UBI-16 \_\_\_\_\_

<u>Column A</u> Tax Classification	<u>Column B</u> # of trips originating in Seattle	<u>Column C</u> # of deductible trips*	<u>Column D</u> Taxable Trips	<u>Column E</u> Tax Rate	<u>Column F</u> Tax Due Amount
Transportation Network Company Tax for Seattle Trips				x0.57	\$ .

\*Deduct the number of trips originating in Seattle but terminating outside the State of Washington.

**No tax is due if a TNC has less than 200,000 trips originating in Seattle during the previous calendar quarter.**

Tax forms must still be submitted regardless if tax is owed.

**Did you have at least 200,000 rides in the previous quarter?\*** ☐ Yes ☐ No\*

\*if you checked "No" please enter \$0 in the Tax Due Amount section

Total Tax Due:		\$ .
Penalty Due:	Returns must be filed and taxes paid by the due date or penalties shall apply. See back of form for rates.	\$ .
Interest Due:	Returns filed after the due date will accrue interest. Contact our office for information about rates.	\$ .
Total to be Paid:		\$ .

To file this form electronically, please go to: [www.FileLocal-wa.gov](http://www.FileLocal-wa.gov)

If this business is no longer operating because it was closed, if it was sold, its legal entity changed, or it discontinued this activity, please provide this info:

Reason: \_\_\_\_\_

Effective Date: \_\_\_\_\_

New Owner (if applicable): \_\_\_\_\_

New Owner address: \_\_\_\_\_

Per SMC 5.55.040B - A signature is required on this return. The undersigned swears or affirms that all information in this return is true and complete.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Date signed: \_\_\_\_\_

Mail the **original** copy with your payment to:  
City of Seattle-License and Tax Administration  
PO BOX 34214  
Seattle, WA 98124-4214

Phone: (206) 684-8484 | Fax: (206) 684-5170  
E-mail: [tax@seattle.gov](mailto:tax@seattle.gov)  
Web Site: [www.seattle.gov/license-and-tax-administration](http://www.seattle.gov/license-and-tax-administration)  
Online Reporting: [www.filelocal-wa.gov](http://www.filelocal-wa.gov)

**Changes to your business information should be requested by calling (206) 684-8484 or by emailing [tax@seattle.gov](mailto:tax@seattle.gov)**

### **How to Prepare your TNC Tax Return**

Column B: Enter your total number of trips originating in Seattle for this tax period.

Column C: Deduct your total number of trips originating in Seattle but terminating outside the state of WA for this tax period.

Column D: Subtract the amount in column C from the amount in column B and enter the result in column D

Column F: Multiply the amount in column D by the tax rate shown in Column E and enter the result in Column F.

Check the Yes or No box to indicate if you had at least 200,000 rides in the previous calendar quarter. If No, no tax will be due.

### **Online Reporting**

This form can be filed online at [www.filelocal-wa.gov](http://www.filelocal-wa.gov). Account registration and electronic payment are required to file online.

### **Report by Mail**

Make check payable to **City of Seattle**. Payments must be sent with the tax return when tax is due. Forms received without payment will not be considered "received" if taxes are owed. Late penalties and interest shall apply if either the form or check are postmarked after the due date.

### **Late Penalties**

A form with any tax due must be received by the due date to avoid late penalty. If received after the due date penalty shall apply as follows:

Nine percent (9%) of the tax due if postmarked after the due date; or

Nineteen percent (19%) of the tax due if postmarked after the last day of the month following the due date; or

Twenty-nine percent (29%) of the tax due if postmarked after the last day of the second month following the due date.

**If there is no tax due, no late fee will be charged.** When tax is due, the minimum penalty will be \$5.00. Interest will be calculated from the date tax is due until the date paid. If the total due is not paid in full, the City will send a notice of underpayment for the additional balance owed.

### **Questions?**

If you have any questions, please email [tax@seattle.gov](mailto:tax@seattle.gov) or contact us by phone at 206-684-8484. Please have your customer number ready when you call, or include it in your email to us.

For more information about this tax, visit: [www.seattle.gov/license-and-tax-administration](http://www.seattle.gov/license-and-tax-administration)