

Frequently Asked Questions - FAQ

The City has moved to a new Yachats tax reporting system. In addition, the city council has made a number of changes in the tax area. The purpose of this document is to answer as many questions as possible and to inform you about the nature of all of the changes.

The city council is discussing an audit program to assist businesses with this transition and to ensure tax collecting businesses have an accounting process that records what is collected and excluded from the gross receipts. An audit process will most likely begin in the fall and will examine transactions beginning January 1, 2015. If you are unsure about what should be included or may be excluded, please contact city staff at **541-547-3565**.

Q: What has changed with city taxes?

A: The city council has looked at how the State of Oregon and other cities handle taxes. Based on this review, the city of Yachats now charges the tax on gross taxable receipts. This means that credit card discounts are no longer allowed. If a business charges for extra services as some vacation rentals do, these charges are considered taxable and need to be reported.

Q: Where is the paper form the city used to send out for tax reporting?

A: The new tax reporting process is entirely on-line. The city's tax system will do all the calculations and send you a breakdown of all the amounts via e-mail.

Q: I have made a mistake in the number I submitted on the city's tax form. What should I do?

A: Contact city staff at **541-547-3565**. They will work with you to make the necessary corrections.

Q: I can't remember if I submitted my tax forms for the month of How can I determine whether it has been sent?

A: Most account owners have tax author privileges. When you login to your account, you should see a link to "My Account" in the upper right hand side of the web page. Click on this which takes you to a page with a link to Tax Form. There is an explanation of this in the tax help file link in the message you received from the city. If the tax form for the month you seek is missing, that means the form has been submitted to the city. City staff are available to answer other questions you might have.

Q: I can't remember if I have paid our taxes to the city? Is there an easy way to verify this?

A: Your account has a record of all the invoices for licenses for the past three year and for taxes beginning this year. Once you login to your GoYachats account, click on the My Account link in the upper right hand corner. That takes you to your Account page where there is a link to your organization. Click on that link. You should see a "Billing"

tab on the right side of the page. That tab should list all the invoices the city has on record that have been initiated by the on-line system. Clicking on the Invoice # will show you the details.

Q: Why is the city making this change?

A: The city's Finance Committee identified some inconsistencies in the Yachats tax code from what the State of Oregon and other cities are doing and recommended a number of modifications. In addition, the Finance committee pointed out the importance of a monthly breakdown of tax receipts and how this would assist them in long term financial planning. The city has also experienced more than a 100% increase in the number of business licenses and more than a 100% increase in vacation rental licenses with no increase in staff. To accommodate the additional reporting information and streamline the process for everyone, the council authorized development of an on-line tax reporting system that complements what the city did three years ago with business licenses.