

Workshops for CONSTRUCTION CONTRACTORS

The following workshops are devoted exclusively to sales tax issues for construction contractors and subcontractors (i.e., those who provide plumbing, carpentry, electrical, roofing, heating/air conditioning, landscaping, etc.). We will discuss how sales tax applies to materials and labor, the use of Project Exemption Certificates, and explain invoicing and billing your customer.

LOCATION	DATE	TIME
Chanute	April 27	1:00 - 3:00 PM
Colby	April 19	1:00 - 3:00 PM
Dodge City	March 30	1:00 - 3:00 PM
Emporia	June 7	10:00 AM - Noon
Garden City	March 29	1:00 - 3:00 PM
Hays	April 18	1:00 - 3:00 PM
Liberal	March 28	1:00 - 3:00 PM
Manhattan	May 16	1:00 - 3:00 PM
Overland Park	January 18	2:00 - 4:30 PM
Overland Park	February 23	9:00 - 11:30 AM
Overland Park	April 12	9:00 - 11:30 AM
Overland Park	May 17	2:00 - 4:30 PM
Pittsburg	February 21	10:00 AM - Noon
Topeka	January 10	1:30 - 4:00 PM
Topeka	March 2	1:30 - 4:00 PM
Topeka	May 4	1:30 - 4:00 PM
Wichita	January 31	1:30 - 4:00 PM
Wichita	February 28	9:00 - 11:30 AM
Wichita	March 22	1:30 - 4:00 PM
Wichita	April 25	9:00 - 11:30 AM
Wichita	May 25	1:30 - 4:00 PM
Wichita	June 15	9:00 - 11:30 AM

Join us for class!

**TO REGISTER CONTACT
THE SPONSORS OF THESE CLASSES
LISTED INSIDE THIS BROCHURE.**

CREATE YOUR OWN WORKSHOP



If your trade association, professional organization or group of businesses would like to know more about how Kansas sales tax applies to your industry, contact the

Tax Education Specialist listed below. He will develop a specialized presentation based on your questions and tax situations that will help you avoid costly mistakes and take advantage of the exemptions and credits available to your business. *(Travel reimbursement and minimum number of attendees required.)*

Visit KDOR's website for information on future workshops and other business resources.

**Taxpayer Education Unit
Kansas Department of Revenue
109 SW 9th St.
Topeka, Kansas 66612**

ksrevenue.org

**Carl York
Tax Specialist
785-296-1048
carl.york@ks.gov**



2017

Small Business Sales & Use Tax Workshops

(January – June)

PROVIDING INFORMATION ON YOUR
TAX RESPONSIBILITY TO THE

STATE OF KANSAS

ksrevenue.org

These workshops are sponsored by the
**Kansas Small Business
Development Centers**

2017 KANSAS SALES and USE TAX WORKSHOPS

For many new business owners, the everyday activities of a business can be a time consuming and confusing process. Tax forms usually fall to the bottom of the priority list. To reduce your time spent filing Kansas Department of Revenue (KDOR) documents, and as part of our commitment of service to the business community, the Taxpayer Education Unit within KDOR conducts workshops on sales and compensating use taxes.

- Do you know if you are responsible for collecting and remitting sales tax?
- Do you know if you are liable for Kansas compensating use tax when you buy things outside of Kansas?
- Do you know what tax form is needed and how to file it?
- Do you know if you have to collect or pay another state's sales tax?

If the answer is “No” to any or all of the questions above, then KDOR strongly encourages you, your office manager, and/or your bookkeeper to attend one of our workshops. **KDOR does not charge for these workshops, however the Small Business Development Centers (SBDC) may charge a fee to help recover their costs in sponsoring the workshop.**

Each workshop covers the topics of both Kansas Sales and Compensating Use Tax.

SALES AND COMPENSATING USE TAX FOR RETAIL BUSINESS

The following list of workshops are for businesses making retail sales. We will explain the differences between the Kansas Retailers' Sales Tax, the Kansas Retailers' Compensating Use Tax, and the Kansas Consumers' Compensating Use Tax. You will gain a basic understanding of the goods and services subject to sales tax and applicable exemptions. Regardless of whether you sell bubble gum or tractors, this is a class for you.

IMPORTANT—The timeframe for these classes will not include discussion of tax for construction contractors. A list for those workshops is on the other side.

LOCATION	DATE	TIME
Chanute	April 27	9:00 AM - Noon
Colby	April 19	9:00 AM - Noon
Dodge City	March 30	8:30 - 11:00 AM
Emporia	June 7	1:00 - 4:00 PM
Garden City	March 29	8:30 - 11:00 AM
Hays	April 18	9:00 AM - Noon
Liberal	March 28	8:30 - 11:00 AM
Manhattan	May 16	9:00 AM - Noon
Overland Park	January 18	8:30 AM - 12:30 PM
Overland Park	February 23	1:00 - 5:00 PM
Overland Park	April 12	1:00 - 5:00 PM
Overland Park	May 17	8:30 AM - 12:30 PM
Pittsburg	February 21	1:00 - 4:00 PM
Topeka	January 10	8:30 AM - Noon
Topeka	March 2	8:30 AM - Noon
Topeka	May 4	8:30 AM - Noon
Wichita	January 31	8:30 AM - Noon
Wichita	February 28	1:00 - 4:30 PM
Wichita	March 22	8:30 AM - Noon
Wichita	April 25	1:00 - 4:30 PM
Wichita	May 25	8:30 AM - Noon
Wichita	June 15	1:00 - 4:30 PM

— IMPORTANT —

Pre-registration is required through the SBDC

Use the following list to locate a SBDC near you.

The following are the Small Business Development Center sponsors and corresponding contact information for locations of the Kansas sales and use tax workshops:

Emporia State University SBDC (620) 341-5308

Emporia: Lyon County Extension Office, 2632 W Hwy 50

Fort Hays State University SBDC (785) 628-5615

Colby: Thomas County Office Complex Conference Room, 350 S. Range Ave.

Hays: Sternberg Museum, 3000 Sternberg Dr.

Seward County Community College SBDC (620) 417-1955

Dodge City: Victory Electric, Hampton Rm, 3230 N 14th Ave.

Garden City: Park Plaza building, 2606 Fleming

Liberal: Rock Island Depot, 4 Rock Island Road

Johnson County Community College (JCCC) SBDC (913) 469-3878

Overland Park: JCCC, 12345 College Blvd., Regnier Center

Pittsburg State University SBDC (620)235-4920

Chanute: Neosho County Community College, 800 W. 14th Stoltz Hall Rm 14

Pittsburg: Pittsburg State University, 1501 S. Joplin Shirk Annex, 1st Floor CIBD Conference Room

Washburn University SBDC (785) 234-3235

Manhattan: Manhattan Area Chamber of Commerce 501 Poyntz Ave.

Topeka: Chamber of Commerce Board Room in downtown Topeka, 120 SE 6th Ave.
(6th & Kansas Ave, paid parking in nearby garage)

Wichita State University SBDC (316) 978-3193

Wichita: Hughes Metro Complex, 29th and Oliver.