



CITY OF TUKWILA
ANNUAL B&O TAX THRESHOLD RECONCILIATION

MAIL RECONCILIATION TO:

City of Tukwila
 Finance Department
 6200 Southcenter Blvd.
 Tukwila, WA 98188-2544

Washington UBI Number	Tukwila ID Number	Legal Entity Name	Tax Year	Due Date
			2024	1/31/2025

Make checks payable to the City of Tukwila

Who needs to fill out this form?

Complete this form if you filed business and occupation (B&O) tax returns on a quarterly basis and one of the following apply: (1) you did not pay tax on one or more returns filed because your quarterly taxable revenue fell beneath the \$750,000 annual threshold at the time of filing your return(s), and your annual taxable revenue exceeded \$750,000 by year-end; OR (2) you paid tax on one or more returns and your annual taxable revenue did not exceed \$750,000.

To avoid penalties, you must mail the form to the City of Tukwila and pay any additional tax by **January 31** of the year following the reporting period for which tax is due. The city will calculate any differences in penalty and/or interest due and will notify you if there is a remaining balance. Refund requests may be sent via email to tax@tukwilawa.gov.

	Line No.	Instructions	Taxable Amount	Tax Due
Annual Taxable Gross Revenue	1	Quarter 1: Enter the total taxable amount from page one of the tax return (Line 10, Column 4) and the total tax due (Line 12, Column 6)		
	2	Quarter 2: Enter the total taxable amount from page one of the tax return (Line 10, Column 4) and the total tax due (Line 12, Column 6)		
	3	Quarter 3: Enter the total taxable amount from page one of the tax return (Line 10, Column 4) and the total tax due (Line 12, Column 6)		
	4	Quarter 4: Enter the total taxable amount from page one of the tax return (Line 10, Column 4) and the total tax due (Line 12, Column 6)		
	5	Annual Taxable Amount and Tax Due (add Lines 1 thru 4 above)		
Annual Tax Due	6	Enter the total tax paid for all four quarters. (Do not include penalty or interest paid. The city will calculate penalty/interest differences.)		
	7	Annual Tax Due: If the annual taxable amount from Line 5 is... ➤ ...\$750,000 or less, enter zero tax due. ➤ ...more than \$750,000, enter the total tax due from Line 5.		
Refund	8	If Line 6 is more than Line 7, subtract the tax due on Line 7 from the total tax paid on Line 6. This is the amount of tax you overpaid.		
Tax Due	9	If Line 6 is less than Line 7, subtract the tax paid on Line 6 from the tax due on Line 7. This is the amount of additional tax you owe.		

Contact Name: _____ Title: _____

Phone No.: _____ Email: _____

Signature: _____ Date: _____