



Business Tax Changes for County Clerks

County Clerk Presentations
March 2018

First of all... What is TNTAP?

TNTAP = Tennessee Taxpayer Access Point

- New portal for filing and making payments for businesses
- Can register new accounts
- Schedule payments in advance
- Access returns, certificates, and letters
- Businesses can manage different tax types and information from one place

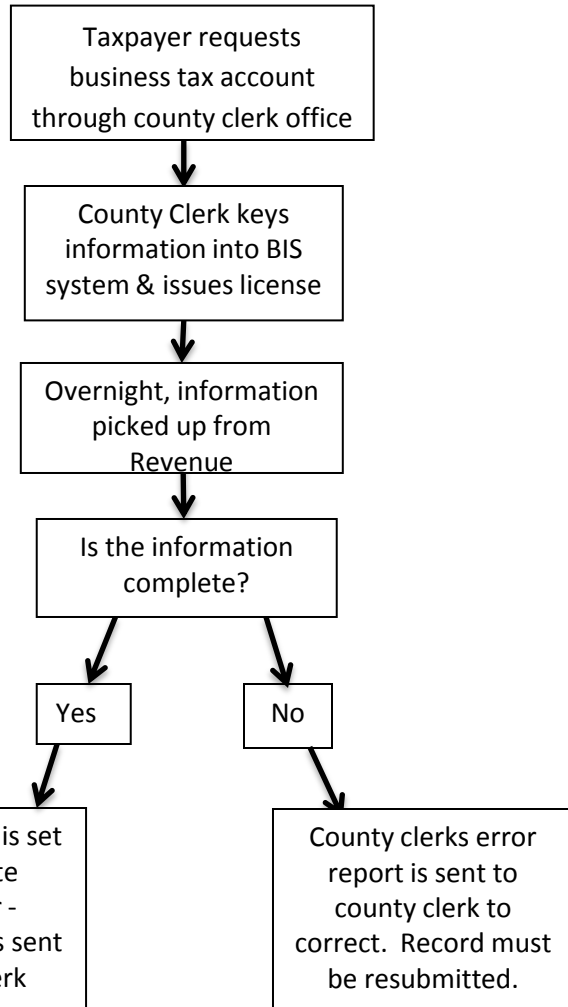
Changes for County Clerks

- Transfer of data from BIS to Revenue will be “real time”
- Update mailing addresses and other contact information – will update Revenue’s information as well
- List of businesses eligible for renewal in jurisdiction*
- View all locations with active licenses in jurisdiction*
- View a list of active unlicensed locations in jurisdiction*

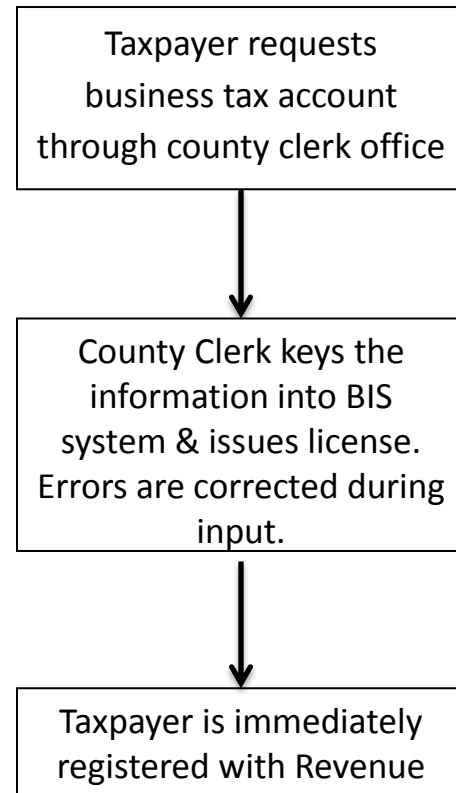
*Find in Business Tax Portal

Setting Up A New Account

Old Process

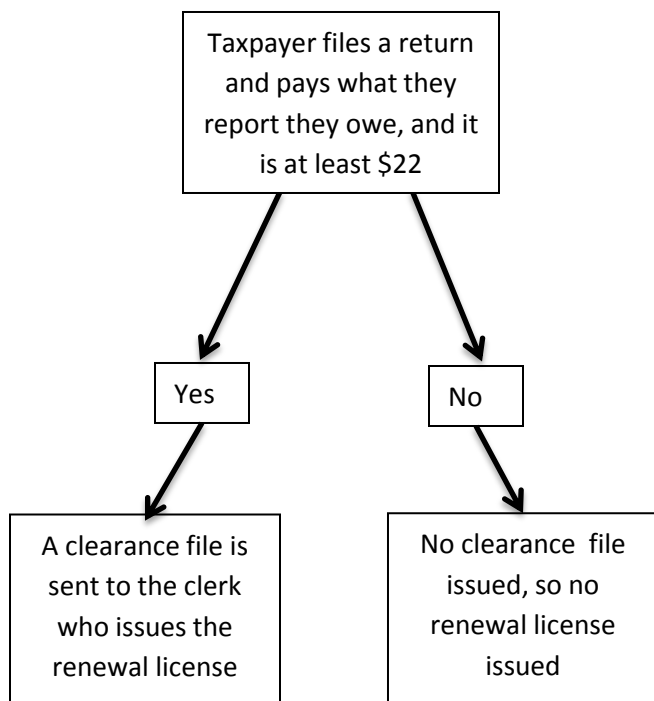


New Process

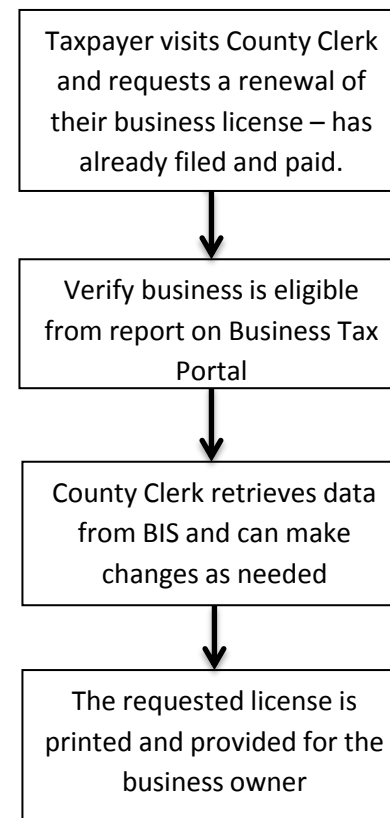


Issuing a Renewal License

Old Renewal Process



New Renewal Process



Benefits of the New System

- No more duplication of information
- Quicker access to information for license renewals
- Less incomplete data
- Matching information between Revenue and county clerk offices
- When a county registers a location that is also inside a city, the business is automatically registered with the city (and vice versa)

Less confusion!

Communication Efforts

- Taxpayers
 - Letters
 - Postcards
 - Brochures (please take some to your office)
- Clerks
 - Email sent on February 26th
 - Regional clerk meetings in March
 - Follow-up email again in early May
 - Training videos and other resources

Key Dates

May 16, 2018 – Revenue cannot make adjustments to existing business tax accounts until May 29th

May 18, 2018 – Revenue will suspend processing of registration applications for business tax in their offices until May 29th

May 21-23, 2018 – Data files received from clerks will be processed each business day

May 21, 2018 – Clerks should cease resubmitting error files – Revenue to work existing known errors

May 24 – 28, 2018 – No business tax registrations can be processed. Old system can no longer be used to send Revenue data. Hold all applications received on paper or electronically until May 29th to be keyed into new system.

May 29, 2018 – **NEW BUSINESS TAX SYSTEM!** Key and process any old work.

Thanks for your attention!



www.TN.gov/revenue