



Date: March 13, 2020

Subject: Tax Filing Extension for Small Businesses

As part of Mayor Durkan's announcement of an initial recovery package to ease the financial impact of the COVID-19 outbreak, the City of Seattle is offering relief to small businesses by extending the B&O tax filing and payment deadline until later this year.

These are the guidelines under development to implement the Mayor's relief plan for small businesses:

Who Qualifies?

Small businesses that pay Seattle B&O tax on a quarterly basis. For this automatic due date extension, a "small business" is defined as any taxpayer that reported taxable income of \$5 million or less during the 2019 tax year.

What Tax Returns qualify?

- Businesses that file quarterly B&O taxes
- First and second quarter 2020 B&O tax filings
- Tax returns falling outside of this period do not qualify for the due date extension. Delinquent returns prior to these periods do not qualify.

How long are the tax due dates extended?

The 1st and 2nd Quarterly 2020 B&O tax returns will tentatively be due on or before Oct. 31, 2020. The Oct. 31 due date may change dependent on crisis conditions. The License and Tax Division will update any changes accordingly and in a timely manner.

Does a business have to defer its filings?

No. Businesses can continue to file as they typically file. Deferred filing is not mandatory. It is simply an option to help smaller business get through any current financial hardship they may be experiencing due to COVID-19.

What if I need an extension but I don't qualify as a small business for this purpose?

If you need additional time to file, please email tax@seattle.gov and request a filing extension. Extensions are always available in accordance with Seattle Municipal Code 5.55.050 and Seattle Tax Rule 5-006