



Finance Department – Revenue Management Division
BUSINESS TAX EXEMPTION REQUEST FORM

For translation assistance, please call (408) 535-3500; Para obtener asistencia con traducciones, llame al (408) 535-3500; Để được giúp đỡ về thông dịch, vui lòng gọi (408) 535-3500; 如需翻譯協助, 請致電 (408) 535-3500; 如需翻譯協助, 請致電 (408) 535-3500

Pursuant to the provisions of Chapter 4.76 of the San José Municipal Code, exemption from payment of the Business Tax is hereby requested.

Business Tax Account Number

Telephone Number

Name of Business or Organization

Business Address

City

Zip Code

Mailing Address

City

Zip Code

Δ 4.76.345

LOW REVENUE GENERATING BUSINESS (FINANCIAL HARDSHIP): The Hardship Exemption Program is available to businesses owned by one person or married spouses or domestic-partners, whose ownership structures have (a) no employees AND (b) annual gross receipts at or below less than twice the current poverty level.

The term "poverty level" means the income amount established by the U.S. Department of Health and Human Services (www.hhs.gov) as the poverty guideline for a single person multiplied by two for the calendar year in which the Business Tax is due.

I anticipate my gross receipts in 2024 will be at or below \$30,120.

Sole Proprietorships: Enter Federal Income Tax Form data (Residential Landlords – Write "Sched E" on Sched 1, Line 3/12; replace Sched C, Line 1 with Sched E, Line 23a; and replace Sched C, Line 31 with Sched E, Line 26).

2023: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2022: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2021: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2020: Sched 1, Line 12: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

For Corporations: Please enter the required data from your Federal Income Tax Form 1120S.

2023: 1120/1120S, Line 1a: \_\_\_\_\_ 2022: 1120/1120S, Line 1a: \_\_\_\_\_

2021: 1120/1120S, Line 1a: \_\_\_\_\_ 2020: 1120/1120S, Line 1a: \_\_\_\_\_

Δ 4.76.345.5

SMALL BUSINESS OWNERS WITH LIMITED HOUSEHOLD INCOME (FINANCIAL HARDSHIP): The Hardship Exemption Program for Small Business Owners is available to businesses owned by one person or married spouses or domestic-partners, whose ownership structures have (a) no employees AND (b) annual household income at or below less than four times the current poverty level.

I anticipate my adjusted household income in 2024 will be at or below \$60,240.

Sole Proprietorships: Enter Federal Income Tax Form data (Residential Landlords – Write "Sched E" on Sched 1, Line 3; replace Sched C, Line 1 with Sched E, Line 23a; and replace Sched C, Line 31 with Sched E, Line 26).

2023: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2023: 1040, Line 11: \_\_\_\_\_

2022: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2022 1040, Line 11: \_\_\_\_\_

2021: Sched 1, Line 3: \_\_\_\_\_; Sched C, Line 1: \_\_\_\_\_; Sched C, Line 31: \_\_\_\_\_

2021: 1040, Line 8b: \_\_\_\_\_

Corporations: Please enter the required data from your Federal Income Tax Form 1040.

2023: 1040, Line 11: \_\_\_\_\_ 2022: 1040, Line 11: \_\_\_\_\_

2021: 1040, Line 8b: \_\_\_\_\_

REVERSE SIDE MUST BE COMPLETED AND SIGNED

