



# 2024 Annual B&O Taxable Receipts Reconciliation

Due 1/31/2025

## Who needs to fill out this form?

If you did not pay Business and Occupation tax on any return filed this year because your taxable receipts reported in Section 1 of the Multi-purpose tax return(s) were below the minimum threshold for the period, you need to fill out this form to determine if you owe additional tax

Bellevue Registration number: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

Annual Taxable Receipts	1	Enter amount from column 4, line 9 of your Quarter 1 return	
	2	Enter amount from column 4, line 9 of your Quarter 2 return	
	3	Enter amount from column 4, line 9 of your Quarter 3 return	
	4	Enter amount from column 4, line 9 of your Quarter 4 return	
	5	Total annual receipts reported (Add lines 1 – 4 and enter total here)	
	6	<b>Annual Taxable receipts</b> (if line 5 above is greater than \$205,000, enter the amount from line 5, otherwise enter -0- here and on line 9)	
Annual Tax Due	7	Tax due before Multiple Activities Tax Credits: (If line 6 above is greater than zero, multiply this line 6 by .001596 and enter result here)	
	8	Enter MATC credits from column 6, line 8 from each quarterly return (Add all amounts together and enter total here)	
	9	<b>Annual tax due:</b> Subtract line 8 from line 7 and enter result here.	
Annual Tax Paid	10	Enter amount paid from column 6, line 9 of your Quarter 1 return	
	11	Enter amount paid from column 6, line 9 of your Quarter 2 return	
	12	Enter amount paid from column 6, line 9 of your Quarter 3 return	
	13	Enter amount paid from column 6, line 9 of your Quarter 4 return	
	14	<b>Annual tax paid</b> (Add lines 10 -13 above and enter total here)	
Refund	15	If line 14 is more than line 9, subtract line 9 from line 14. This is the amount you <b>overpaid</b> (see instructions)	
Tax Owed	16	<b>Amount you owe:</b> Subtract line 14 from line 9 (See instructions for details on how to pay)	

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

## INSTRUCTIONS:

**How to Claim a Refund:** Please send this form to the address below or email to [tax@bellevuewa.gov](mailto:tax@bellevuewa.gov). Your refund will be mailed to the address on file.

**How to Pay:** If you file a paper return, include the amount from line 16 on the account balance line at the bottom of your quarterly return and attach a copy of this form to the return.

If you file online, send this form with a check payable to the City of Bellevue to the address below.

Mailing Address: City of Bellevue Tax Division | PO Box 90012 | Bellevue, WA 98004

Phone: 425-452-6851 | Email: [tax@bellevuewa.gov](mailto:tax@bellevuewa.gov)



For alternate formats, interpreters, or reasonable accommodation requests please phone at least 48 hours in advance 425-452-6800 (voice) or email [tax@bellevuewa.gov](mailto:tax@bellevuewa.gov). For complaints regarding accommodations, contact City of Bellevue ADA/Title VI Administrator at 425-452-6168 (voice) or email [ADATitleVI@bellevuewa.gov](mailto:ADATitleVI@bellevuewa.gov). If you are deaf or hard of hearing dial 711. All meetings are wheelchair accessible.