

Workshops for CONSTRUCTION CONTRACTORS

The following workshops are devoted exclusively to sales tax issues for construction contractors and subcontractors (i.e., those who provide plumbing, carpentry, electrical, roofing, heating/air conditioning, landscaping, etc.). We will discuss how sales tax applies to materials and labor, the use of Project Exemption Certificates, and explain invoicing and billing your customer.

LOCATION	DATE	TIME
Emporia	March 23	10:00 AM - Noon
Dodge City	(virtual) May 12	1:00 - 3:00 PM
Hays	(virtual) April 12	1:00 - 4:00 PM
Overland Park	February 2	9:00 - 11:30 PM
	March 8	1:30 - 4:00 PM
	April 7	9:00 - 11:30 PM
	May 18	1:30 - 4:00 PM
Pittsburg	(virtual) March 24	1:00 - 3:00 PM
Topeka	March 31	1:30 - 4:00 PM
	June 30	1:30 - 4:00 PM
Wichita	(virtual) January 27	10:00 AM - Noon
	(virtual) February 22	1:00 - 3:00 PM
	(virtual) March 30	10:00 AM - Noon
	(virtual) April 26	1:00 - 3:00 PM
	(virtual) May 26	10:00 AM - Noon
(virtual) June 29	1:00 - 3:00 PM	

Join us for class!

**TO REGISTER
CONTACT THE SPONSORS OF
THESE CLASSES LISTED INSIDE
THIS BROCHURE.**

In person classes may be changed to virtual classes based on conditions at that time. Please contact the SBDC to confirm classes.

CREATE YOUR OWN WORKSHOP



If your trade, professional association, group, or business would like to know more about how Kansas sales and use tax applies to your industry, contact the Kansas Department

of Revenue or one of the Kansas Small Business Development Center locations listed in this brochure. If available, a specialized presentation will be developed based on your specific area of interest. Questions and areas of concern provided prior to class will help in tailoring the class to your specific needs and make the class a beneficial use of time. The presentation will help you understand and make any necessary changes to your current sales tax collections. Our goal is to help you better understand Kansas Sales & Use Tax laws and be informed of any changes to the sales tax laws that could affect your business or group. The presentation also includes information about exemptions and deductions that may be available as they apply to your specific industry, business, or group.

Instructors are limited to schedule availability and minimum number of attendees to hold a class. Travel reimbursement may be required. Visit KDOR's website for information on future workshops and other business resources.

ksrevenue.gov

Taxpayer Education Unit
Kansas Department of Revenue

Carl York
Tax Specialist
785-296-1048
carl.york@ks.gov

OR

Margo Rangel
Tax Specialist
785-296-7776
margo.rangel@ks.gov

EDU-70 (Rev. 12/21)



2022

Small Business Sales & Use Tax Workshops

(January – June)

PROVIDING INFORMATION ON YOUR
SALES TAX RESPONSIBILITY TO THE
STATE OF KANSAS

ksrevenue.gov

These workshops are sponsored by the
**Kansas Small Business
Development Centers**

2022 KANSAS SALES & USE TAX WORKSHOPS

For many new business owners, the everyday activities of a business can be a time consuming and confusing process. Tax forms usually fall to the bottom of the priority list. To reduce your time spent filing Kansas Department of Revenue (KDOR) documents, and as part of our commitment of service to the business community, the Taxpayer Education Unit within KDOR conducts workshops on sales and compensating use taxes.

- Do you know if you are responsible for collecting and remitting sales tax?
- Do you know if you are liable for Kansas compensating use tax when you buy items outside of Kansas?
- Do you know what tax form is needed and how to file it?
- Do you know if you have to collect or pay another state's sales tax?

If the answer is "No" to any or all of the questions above, then KDOR strongly encourages you, your office manager, and/or your bookkeeper to attend one of our workshops.

Each workshop covers the topics of both Kansas Sales and Compensating Use Tax.

SALES AND COMPENSATING USE TAX FOR RETAIL BUSINESS

The following list of workshops are for businesses making retail sales. We will explain the differences between the Kansas Retailers' Sales Tax, the Kansas Retailers' Compensating Use Tax, and the Kansas Consumers' Compensating Use Tax. You will gain a basic understanding of the goods and services subject to sales tax and applicable exemptions. Regardless of whether you sell bubble gum or tractors, this is a class for you.

— IMPORTANT —

The timeframe for these classes will not include discussion of tax for construction contractors. A list for those workshops is on the other side of this brochure.

LOCATION	DATE	TIME
Emporia	March 23	1:00 - 4:00 PM
Dodge City	(virtual) May 12	9:00 AM - Noon
Hays	(virtual) April 12	9:00 AM - Noon
* Agriculture Sales Tax	(virtual) April 13	9:00 AM - Noon
Overland Park	February 2	1:00 - 4:00 PM
	March 8	9:00 AM - Noon
	April 7	1:00 - 4:00 PM
	May 18	9:00 AM - Noon
Pittsburg	(virtual) March 24	9:00 AM - Noon
Topeka	March 31	8:30 AM - Noon
	June 30	8:30 AM - Noon
Wichita	(virtual) January 27	1:00 - 4:00 PM
	(virtual) February 22	9:00 AM - Noon
	(virtual) March 30	1:00 - 4:00 PM
	(virtual) April 26	9:00 AM - Noon
	(virtual) May 26	1:00 - 4:00 PM
	(virtual) June 29	9:00 AM - Noon

— IMPORTANT —

**Pre-registration is required
through the SBDC**

In person classes may be changed to virtual classes based on conditions at that time. Please contact the SBDC to confirm classes.

**REGISTER BY CONTACTING THE SPONSORING
SMALL BUSINESS DEVELOPMENT CENTER (SBDC)**

Emporia State University SBDC

Location: Emporia (In person classes)
Lyon County Ext. Office, 2632 W Hwy 50

Email: ksbdc@emporia.edu
(620) 341-5308

Fort Hays State University (FHSU) SBDC

Location: Hays (Virtual)

April 12 Retail & Contractor Sales Tax Classes

* April 13 Sales & Use Tax class for Agriculture Industry
(Contact FHSU SBDC for Zoom access)

Email: ksbdc@fhsu.edu
(785) 628-5615

Seward County Community College (SCCC) SBDC

Location: Dodge City (Virtual)
2nd floor, Santa Fe Depot, 101 E. Wyatt Earp Blvd.

Email: ksbdc@sccc.edu
(620) 417-1955
(Contact SCCC SBDC for Zoom access)

Johnson County Community College (JCCC) SBDC

Location: Overland Park (In person classes)
JCCC, Regnier Center 12345 College Blvd.

Email: ksbdc@jccc.edu
(913) 469-3878

Pittsburg State University SBDC

Location: Pittsburg (Virtual)
402 North Broadway Ste B1

Email: ksbdc@pittstate.edu
(620) 235-4921
(Contact PSU SBDC for Zoom access)

Washburn University SBDC

Location: Topeka (In person classes)
719 S Kansas, US Bank Building 5th floor. Parking available at the Crosby Parking Garage behind building for \$1.00 per hr. The front door uses the same entrance as the "US Bank ATM" entrance. Take the elevator to the 5th floor. If you are using the garage elevator, select 5R and look for signs for classes.

Email: ksbdc@washburn.edu
(785) 234-3235 (In person classes)

Wichita State University SBDC

Location: Wichita (Virtual)
Email: ksbdc@wichita.edu

(316) 978-3193
(Contact WSU SBDC for Zoom access)