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Member of the National League of Cities and the National Association of Counties

## *Overview of AML's Sales Tax Collection Service (STCS)*

### **Benefits to members**

- Frees up member staffing resources to focus on other important duties.
- Competitive 2.5% fee may represent cost savings to members when compared to staffing expenses.
- May result in increased compliance and overall tax collection.
- Program will be managed by experienced sales tax professionals with a background in municipal sales tax administration.

### **Services Provided by AML**

- Online filing and remittance portal.
- Processing of physical returns and payments as needed.
- Business licensing / registration on behalf of city including issuing renewal notices.
- Access to online portal for city to view monthly / quarterly / annual reported data including:
  - Registered sellers.
  - Gross sales and exempted sales reported by businesses.
  - Sales tax reported & collected.
- Monthly delinquency notices sent to sellers who have failed to file and or pay.
- ACH payment to city from AML of amounts received from sellers, less applicable fees.

### **Fees Breakdown**

**Fees payable to AML** – these fees will be applied to total municipality receivables including sales tax, late fees, penalties and interest as determined by seller filings processed by AML.

Fee Description	Fee amount
AML Administrative Fee	0.5%
Software Processing & Support Fee	2.0%
<b>Total monthly fee:</b>	<b>2.5%</b>

**Implementation fees** – these fees are payable to AML's 3<sup>rd</sup> party software provider and are one-time costs specific to implementation. Can be paid by AML and spread out within monthly fees.

Fee Description	Fee Amount
Customization of one tax form & workflow	\$2,000
Customization of one licensing form & workflow	\$2,000