

Message from the State Board of Equalization Regarding Their STATEWIDE COMPLIANCE AND OUTREACH PROGRAM

The State Board of Equalization compliance and outreach specialists will visit your area soon as part of the Statewide Compliance and Outreach Program. **They will visit individual businesses to make sure the business owners have the state tax and fee permits they need and that they understand their tax responsibilities.** The visits are intended to help keep our tax system fair by making sure all business owners follow the law and pay the proper amount of taxes due. (Please Note: The BOE is expected to start visiting Huntington Beach businesses in the early summer of 2009).

1. What is the purpose of the Statewide Compliance and Outreach Program (SCOP)?

It is estimated that over three percent of California businesses are operating without the appropriate permits or licenses. These unregistered businesses have an unfair business advantage over those businesses that are properly registered and reporting their taxes/fees. The SCOP will help eliminate this unfair business advantage, enhance awareness of the consequences of tax evasion, and educate business owners on their responsibilities.

2. Do I only need a seller's permit?

The permits and licenses needed depend on your type of business. Some businesses require only a seller's permit, while others also need to register for other state tax and fee programs. For example, cigarette retailers are required to hold a seller's permit as well as a special license to sell cigarettes or other tobacco products. The SCOP specialist will assist you in identifying any additional permits you may need.

For a full list of BOE-administered programs and to see what permits or licenses may be required.

3. How do I apply for a permit?

If you have a business making sales or leases of tangible personal property in California and do not have a seller's permit, when you are visited by a SCOP specialist, the specialist will provide you with an application and instructions on how to apply for a seller's permit.

Please complete and submit the seller's permit application provided by the specialist. If you have not yet been visited or need another copy of the application, you may download form BOE-400 SPA, Seller's Permit Application For Individuals/Partnerships/Corporations/Organizations (Regular or Temporary) from our website. You may also apply for a permit by visiting or calling a nearby BOE office or you can arrange to have an application mailed or faxed to you by calling our Taxpayer Information Section at 800-400-7115.

Note: Please make a copy of your completed application for your records.

4. Which businesses will BOE visit?

The BOE intends to visit all non-residential businesses statewide over the course of time. There are seven SCOP teams throughout the state that are conducting door-to-door visits based on zip codes. All storefronts and other known business locations in each area will be visited by a SCOP specialist.

5. How will I know when my business will be visited?

If you already have a seller's permit with the BOE, a letter will be sent to your business address notifying you of our upcoming visit to your area. However, if you are not registered with the BOE, you may not directly receive a notice or letter, since the BOE has no address on record for your business. The BOE will work with local municipalities and other partners



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