

## 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
Colby	March 10	1:00 - 4:30 PM
Dodge City	March 20	1:00 - 3:00 PM
Emporia	June 11	10:00 AM - Noon
Hays	March 11	1:30 - 4:30 PM
Independence	April 7	1:00 - 3:00 PM
Junction City	April 8	1:00 - 3:00 PM
Liberal	March 31	1:00 - 3:00 PM
Manhattan	January 30	1:00 - 4:30 PM
Overland Park	January 28	1:30 - 4:00 PM
	February 19	9:00 - 11:30 AM
	March 25	9:00 - 11:30 AM
	April 21	1:30 - 4:00 PM
	May 14	1:30 - 4:00 PM
Topeka	January 16	1:30 - 4:00 PM
	March 5	1:30 - 4:00 PM
	May 21	1:30 - 4:00 PM
Wichita	January 29	1:00 - 3:30 PM
	February 25	9:30 AM - Noon
	March 26	1:00 - 3:30 PM
	April 28	9:30 AM - Noon
	May 27	1:00 - 3:30 PM
	June 25	9:30 AM - Noon

**Join us for class!**

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

## CREATE YOUR OWN WORKSHOP



If your trade association, professional organization or group of businesses would like to know more about how Kansas

sales and use tax applies to your industry, contact the Tax Education Specialist listed below. He will develop a specialized presentation based on your questions and tax situations that will help you avoid costly mistakes and take advantage of the exemptions and credits available to your business. *(Instructor is limited to schedule availability. Travel reimbursement and minimum number of attendees required.)*

Visit KDOR's website for information on future workshops and other business resources.

**Taxpayer Education Unit  
Kansas Department of Revenue  
P.O. Box 3506  
Topeka, Kansas 66601-3506**

[ksrevenue.org](http://ksrevenue.org)

**Carl York  
Tax Specialist  
785-296-1048  
[carl.york@ks.gov](mailto:carl.york@ks.gov)**

EDU-70 (Rev. 12/19)



## Small Business Sales & Use Tax Workshops

*(January – June)*

PROVIDING INFORMATION ON YOUR  
SALES TAX RESPONSIBILITY TO THE

**STATE OF KANSAS**

[ksrevenue.org](http://ksrevenue.org)

These workshops are sponsored by the

**Kansas Small Business  
Development Centers**

# 2020 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. **KDOR does not charge for these workshops, however the Small Business Development Centers (SBDC) may charge a fee to help recover their costs in sponsoring the workshop.**

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 — These classes do not focus on the tax laws for construction contractors. A list of the workshops for construction contractors is on the other side of this brochure.**

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Colby	March 10	9:00 AM - Noon
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## — IMPORTANT —

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

**Use the following list to locate a SBDC near you.**

## CONTACT THESE SPONSORS TO REGISTER FOR THE WORKSHOPS:

**Emporia State University SBDC**  
(620) 341-5308  
ksbdc@emporia.edu

**Emporia:** Lyon County Extension Office, 2632 West Hwy-50

**Fort Hays State University SBDC**  
(785) 628-5615  
ksbdc@fhsu.edu

**Colby:** Thomas County Office Complex, 350 S. Range Ave.

**Hays:** Sternberg Museum, 3000 Sternberg Dr.

**Hays\*:** Sales & Use Tax for Agriculture Industry. Sternberg Museum, 3000 Sternberg Dr.

**Johnson County Community College (JCCC) SBDC**  
(913) 469-3878  
ksbdc@jccc.edu

**Overland Park:** JCCC, 12345 College Blvd., Regnier Center

**Pittsburg State University SBDC**  
(620) 235-4920  
ksbdc@pittstate.edu

**Independence:** Independence Public Library, 220 E Maple St.

**Seward County Community College (SCCC) SBDC**  
(620) 417-1955  
ksbdc@sccc.edu

**Dodge City:** 2nd floor, Santa Fe Depot, 101 E. Wyatt Earp Blvd.

**Liberal:** Seward County School for Industrial Technology Room 116A, 2215 N. Kansas Ave

**Washburn University SBDC**  
(785) 234-3235  
ksbdc@washburn.edu

**Junction City:** Dorothy Bramlage Public Library, 203 W 7th St.

**Manhattan:** Area Chamber of Commerce, 501 Poyntz Ave.

**Topeka:** US Bank Building 719 S. Kansas Ave, 5th Floor. 2 hours free parking along Kansas Avenue and at the meters with yellow cover. Crosby Parking Garage behind building is available for \$1.00 per hour. The "US Bank ATM" is the front entrance door. Take elevator to the 5th floor. If you are using the garage elevator, choose 5R from the north parking garage elevator.

**Wichita State University SBDC**  
(316) 978-3193  
www.wichita.edu/ksbdcworkshops

**Wichita:** Hughes Metro Complex, 5015 East 29th Street (29th & Oliver)