

ONLINE

CALIFORNIA DEPARTMENT OF
TAX AND FEE ADMINISTRATION

cdtfa.ca.gov

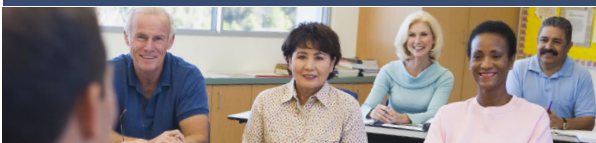


CDTFA

SUBSCRIBE

Online Video – Our online videos give basic information about sales and use tax and introduce the services offered by the CDTFA to help you start and run your business in California.

CLASSES



Instructor-Led Classes – Our Instructor-Led classes assist you in preparing sales and use tax returns, supporting and reporting exempt sales, using a resale certificate, determining what is taxable and nontaxable labor, and maintaining adequate records.

HELP



One-to-One Help – If at any time you need assistance, feel free to call us at 1-800-400-7115 (TTY:711), customer service representatives are available to assist you Monday through Friday, 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

LEARN



California Department of
Tax and Fee Administration

Login

Register

File a Return Make a Payment Taxes & Fees Forms & Publications Permits & Licenses Tax Rates Know Your Rights Search

Online Services

Learn How To:

- Quickly and easily register with the CDTFA and get your permit, license, or account
- Keep accurate and complete records
- Document sales that are exempt from tax
- File your return
- Make a payment

CONNECT WITH US



CALIFORNIA DEPARTMENT OF
TAX AND FEE ADMINISTRATION

450 N St. Sacramento, CA 95814

www.cdtfa.ca.gov

CALIFORNIA DEPARTMENT OF
TAX AND FEE ADMINISTRATION

2018 Basic Sales and Use Tax CLASSES *and* Online Filing CLINICS



FREE

Basic Sales and Use Tax
CLASSES and
Online Filing **CLINICS**

Basic Sales and Use Tax Classes

This class will assist you in preparing your sales and use tax information to file online with the [California Department of Tax and Fee Administration \(CDTFA\)](#), or file a paper return if online filing is not available, or if you are exempt from filing electronically. Participants are encouraged to bring their questions and any documentation relating to the upcoming return period.

The instructor will cover the following areas:

- Preparing a sales and use tax return
- Filing online
- Supporting and reporting exempt sales
- Using a resale certificate
- Determining what is taxable and nontaxable labor
- Maintaining adequate records

Online Filing Clinics

These clinics are all day walk-in events to assist taxpayers at a time that is convenient to them within our office hours of 8:00 a.m. to 5:00 p.m. Most returns take only a few minutes to process. Staff will be available to help taxpayers file their returns.

Offices that do not have scheduled clinics will provide any taxpayer individually with filing assistance-training when they call or visit our office, or you can reach us toll-free at 1-800-400-7115 (TTY:711).

Classes are conducted in English, Spanish, Chinese, and Vietnamese. Schedule of dates, times, and locations are listed on the following pages.

For more information, please contact the corresponding CDTFA telephone number or visit our website at www.cdtfa.ca.gov.

Tax Return Preparation Classes*

Get step-by-step instruction on filing a sales and use tax return electronically with the CDTFA. Learn how to pay use tax, calculate deductions and allocate district tax when it's applicable to your sales. You'll discover all the benefits of becoming an eClient, and leave with the knowledge to easily file and pay completely online!

* If you do not see this class listed separately, the content is included in the Basic Sales and Use Tax class.

Please check our website periodically for changes to our seminar schedule.

San Francisco Office

121 Spear Street, Suite 460
San Francisco, CA 94105-1584 • 1-415-356-6600

Basic Sales and Use Tax Classes

DATE	TIME	LANGUAGE
June 7, 2018	10:00 a.m.-12:30 p.m.	English
July 19, 2018	10:00 a.m.-12:30 p.m.	English
August 16, 2018	10:00 a.m.-12:30 p.m.	English
September 20, 2018	10:00 a.m.-12:30 p.m.	English
October 18, 2018	5:00 p.m.-7:00 p.m.	English
November 15, 2018	10:00 a.m.-12:30 p.m.	English

Online Filing Clinics

DATE	TIME	LANGUAGE
July 27, 2018	8:00 a.m.-5:00 p.m.	English
July 30, 2018	8:00 a.m.-5:00 p.m.	English
July 31, 2018	8:00 a.m.-5:00 p.m.	English
October 29, 2018	8:00 a.m.-5:00 p.m.	English
October 30, 2018	8:00 a.m.-5:00 p.m.	English
October 31, 2018	8:00 a.m.-5:00 p.m.	English

Santa Rosa Office

50 D Street, Suite 230
Santa Rosa, CA 95404 • 1-707-576-2100

Basic Sales and Use Tax Classes

DATE	TIME	LANGUAGE
August 30, 2018	3:00 p.m.-5:00 p.m.	English
September 27, 2018	3:00 p.m.-5:00 p.m.	English
October 25, 2018	3:00 p.m.-5:00 p.m.	English
November 20, 2018	3:00 p.m.-5:00 p.m.	English

Online Filing Clinics

DATE	TIME	LANGUAGE
July 31, 2018	8:00 a.m.-5:00 p.m.	English & Spanish
October 31, 2018	8:00 a.m.-5:00 p.m.	English & Spanish

Oakland Office

1515 Clay Street, Suite 303
Oakland, CA 94612-1432 • 1-510-622-4100

Basic Sales and Use Tax Classes

DATE	TIME	LANGUAGE
June 13, 2018	9:00 a.m.-12:00 p.m.	English
August 15, 2018	9:00 a.m.-11:00 a.m.	English
October 17, 2018	9:00 a.m.-11:00 a.m.	English
December 19, 2018	9:00 a.m.-11:00 a.m.	English

Online Filing Clinics

DATE	TIME	LANGUAGE
July 27, 2018	8:00 a.m.-5:00 p.m.	English
July 30, 2018	8:00 a.m.-5:00 p.m.	English
July 31, 2018	8:00 a.m.-5:00 p.m.	English
October 29, 2018	8:00 a.m.-5:00 p.m.	English
October 30, 2018	8:00 a.m.-5:00 p.m.	English
October 31, 2018	8:00 a.m.-5:00 p.m.	English

Fairfield Office

2480 Hilborn Road, Suite 200
Fairfield, CA 94534 • 1-707-427-4800

Basic Sales and Use Tax Classes

DATE	TIME	LANGUAGE
August 23, 2018	3:00 p.m.-5:00 p.m.	English
September 20, 2018	3:00 p.m.-5:00 p.m.	English
October 18, 2018	3:00 p.m.-5:00 p.m.	English
November 16, 2018	3:00 p.m.-5:00 p.m.	English

Online Filing Clinics

DATE	TIME	LANGUAGE
July 31, 2018	8:00 a.m.-5:00 p.m.	English & Spanish
October 31, 2018	8:00 a.m.-5:00 p.m.	English & Spanish

Find your nearest office
and attend our classes!

REGISTER ONLINE AT
www.cdtfa.ca.gov/seminar/