

How to apply for a Main Street Tax Credit

1. Sign into your DOR account. The website address is: https://secure.dor.wa.gov/home/Login.



| SAW User ID         | Forgot User ID?  | New user? Sign up  |
|---------------------|------------------|--|
| SAW User ID         |                  | Check if you have a Secure Access Washington (SAW) user ID |
| Enter a SAW User ID |                  | Need help logging in?                                      |
| Password            | Forgot Password? | Check out our troubleshooting tips                         |
| Password            |                  | Watch step-by-step instructions (video)                    |
| Show Password       |                  | • How to access your account information (help)            |
|                     |                  |  |

2. Click "More Excise Tax Options" in the excise tax account.

Log in to My DOR

|   |  | My DOR Services  |
|---|--|--|
| ☆ Home  |  | Welcome Jane Doe   |
| ACME Sprockets<br>Limited Liability Company<br>123-456-789<br>603-270-929<br>★ Remove from Favorites<br>Summary Action Items More Options |  | Welcome, Kelley J. Miles<br>You last logged in on Fridoy, Jan 19, 2024 2:54:35 PM<br>Manage My Profile   |
| Filtor  |  |  |
| ACME Sprockets<br>Limited Liability Company<br>123-456-789<br>PO BOX 1532<br>LANGLEY WA 98260-1532  | Balance<br>Amount<br>\$0.00                                  | Make a Payment     Add/Update Electronic Refund Account  |
|   | January 2024 Return<br>Monthly<br>Return Status<br>Submitted | View Return Submission   |
|   | Account  | <ul> <li>View Periods and Amend Returns</li> <li>Apply for/view a Reseller Permit</li> <li>Update Doing Business As (DBA) Name</li> <li>Close Excise Account</li> <li>More Excise Tax Options</li> </ul> |
| License   | Rusinors Liconco   | Print Business License   |

3. Click Manage/Apply for a Tax Credit.

NOTE: If you do not see the Credits option listed, you are not an administrator on the account. Only administrators will see Credits. To become an administrator, either have the current administrator add you as an administrator or have a governing member of the business call the Department of Revenue at 360-705-6214.

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| CK & ASSOCIATES, LLC                              |  |  |
| tere funite ten Ontinue                           |  |  |
| kcise Tax   |  |  |
| CME Sprockets                                     |  |  |
| 23-456-789  |  |  |
| Proce Excise Tax Options                          | 🌣 Tax Services   | The credits  |
| > File Apportionment Reconciliation               | Request a Tax Status Letter  | > Manage/Apply for a Tax Credit  |
|   | > Petition for Administrative Review   |  |
|   | > File a Sales and Use Tax Deferral Application  |  |
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| State State State State                           | Lupp. The second second second   | A CONTRACTOR OF A CONTRACTOR O |

4. Click on Add Main Street Application.

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| 🔒 Home   |                          |        |        |                 |                         | ?                     | θ       |
| < More Excise Tax Options                          |                          |        |        |                 |                         |                       |         |
| Excise Tax<br>ACME Sprockets<br>123-456-789        |                          |        |        |                 |                         |                       |         |
| Credits  |                          |        |        |                 |                         |                       |         |
| Commercial Vehicle Credit                          |                          |        |        |                 | Add Commercial Vel      | hicle Credit Applicat | ion \Xi |
| Status   | Part 1                   |        | Part 2 |                 | Part 3                  |                       |         |
| No Commercial Vehicle Credits have been applie     | ed for.                  |        |        |                 |                         |                       |         |
| Alternative Fuel Vehicle Infrastru                 | ucture Credit            |        |        | Add Alternative | Fuel Vehicle Infrastruc | ture Credit Applicat  | ion =   |
| Status   | Part 1                   |        | Part 2 |                 | Part 3                  |                       |         |
| No Alternative Fuel Vehicle Infrastructure Credits | s have been applied for. |        |        |                 |                         |                       |         |
| Main Street Credit Applications                    |                          |        |        |                 | Add I                   | Main Street Applicat  | ion \Xi |
| Confirmation #                                     | Subm                     | nitted |        |                 | -                       |                       |         |

5. Once on the Manage Credit Application page, scroll down to Langley Main Street Association and enter the amount you want to contribute to LMSA. The remaining credit shows in the far-right column.

NOTE: If the credit remaining for LMSA is 0.00, you will not be able to contribute to us until after April 1st, if the statewide cap has not been met. On April 1st, eligible main street communities may receive additional contributions if the state-wide cap has not been met, based on the following:

- a. A first-come first-serve basis
- b. Up to the \$213,333.33 individual main street community cap

|  |         |                 |                   |                     |                     | My DOR Service     | <u>es</u>   |
|--|---------|-----------------|-------------------|---------------------|---------------------|--------------------|-------------|
| Home                                       |         |                 |                   |                     |                     | 0 B                |             |
| Manage Credit Application                  |         |                 |                   |                     |                     |                    |             |
| l: 123-456-789                             | Name:   | ACME Sprockets  | 5                 |                     |                     |                    |             |
| count ID: 123-456-789                      | Address | PO Box 123 Lang | ley WA            |                     |                     |                    |             |
| ain Street Credit                          |         |                 |                   |                     |                     |                    |             |
| O  |         |                 |                   |                     |                     |                    | -           |
| Main Street Credit Summary                 |         |                 |                   |                     |                     |                    |             |
| Main Street Credit                         |         |                 |                   |                     | Hide History Filter |                    |             |
| Organization                               |         |                 | Contribution Amou |                     | Credit Amount       | Credit Remaining   |             |
| Aberdeen Revitalization Movement           |         |                 | 0.0               | 0 0.75              | 0.00                | 125,000.00         |             |
| Bainbridge Island Downtown Association     |         |                 | 0.0               | 0.75                | 0.00                | 85,437.50          |             |
| Centralia Downtown Association             |         |                 | 0.0               | 0 0.75              | 0.00                | 9,125.00           |             |
| Cle Elum Downtown Association              |         |                 | 0.0               | 0 0.75              | 0.00                | 82,625.00          |             |
| Colfax Downtown Association                |         |                 | 0.0               | 0 0.75              | 0.00                | 110,375.00         |             |
| Colville Together                          |         |                 | 0.0               | 0 0.75              | 0.00                | 117,425.00         |             |
| Coupeville Historic Waterfront Association |         |                 | 0.0               | 0 0.75              | 0.00                | 116,000.00         |             |
| Dayton Development Task Force              |         |                 | 0.0               | 0 0.75              | 0.00                | 93.875.00          |             |
| Downte Main Street Credit                  |         |                 |                   |                     | н                   | ide History Filter |             |
| Organization                               |         |                 |                   | Contribution Amount | Credit Rate         | Credit Amount      | Credit Rema |
| Kent Downtown Partnership                  |         |                 |                   | 0.00                | 0.75                | 0.00               | 98,67       |
| LaCrosse Community Pride                   |         |                 |                   | 0.00                | 0.75                | 0.00               | 50,00       |
| Langley Main Street Association            |         |                 |                   | 0.00                | 0.75                | 0.00               | 84,50       |
|  |         |                 |                   |                     |                     |                    |             |

6. Complete the form and click submit.

|  |  |  |                        | My DOR Service      |
|--|--|--|------------------------|---------------------|
| Home   |  |  |                        | <b>9</b> 8          |
| 123-456-789  | ACME Sprockets   |  |                        |                     |
| 123-456-789<br>II: 603-27(                                     | PO Box 123 Langley W<br>Name: Ci   | Α  |                        |                     |
| count ID: 603-270-929  | Address: PO BOX 1532 LANGLEY WA 98260  | 0-1532   |                        |                     |
| ain Street Credit  |  |  |                        |                     |
| Main Street Credit   | Summary  |  |                        |                     |
| Main Street Credit   |  |  |                        | Ŧ                   |
| Organization   |  | Contribution Amount                            | Credit Rate            | Credit Amount       |
| Langley Main Street Association                                |  | 2,000.00                                       | 0.75                   | 1,500.00            |
| Total Credit   |  |  |                        | 1,500.00            |
| Authorization  |  |  |                        |                     |
|  | the Department of Revenue and the Washington Trust for Historic Pr<br>e undersigned, furthermore, certifies he/she has authority (*) to gran |  | dit/contribution amo   | unts to the         |
|  |  | Agree  |                        | Disagree            |
| Name *   | Required   |  |                        |                     |
| Company/Corporate Position *                                   | Required   |  |                        |                     |
| *<br>Phone   | Required   |  |                        |                     |
| *<br>Email   | Required   |  |                        |                     |
| *The authority to execute this form with<br>donating business. | h respect to the tax matter/periods covered is the owner, corporate o  | fficer of record, partner other than limited p | artners, executor, adn | ninistrator, or the |
|  |  |  |                        |                     |
| Cancel   |  |  | < Pre-                 | Submit              |

7. Your application is now complete. Print a copy of the confirmation for your records.

IMPORTANT: The credit can only be used on excise tax return(s) due the following calendar year. Important: Your credit will not carry over to subsequent years and no refund will be granted if B&O tax or PUT liability is not equal to, or greater than, the credit amount approved for use in that year.

| onfirmation                               |  |
|---|--|
| ashington State Department of Revenue     | 5  |
| ank you for submitting your Main Street C | redit application. You will receive a secure message shortly confirming receipt of your application and instructions on making your contribution |
| ve us your feedback                       |  |
|   |  |