

# Admissions Tax Information Session



THE CITY OF  
**COLUMBUS**

---

OFFICE OF MEGAN N. KILGORE,  
CITY AUDITOR

## High level overview

- The tax:
  - Effective July 1, 2019, the City of Columbus levies a 5% tax on amounts received as admission to any place located within the City of Columbus.
  - Chapters 375 and 376 in the Columbus City Code
- Who is involved?
  - The person paying admission to gain entry pays the tax
  - The person charging admission (the vendor) collects and remits the tax
    - Can be an individual, place, reseller, broker, ticket sale/distribution company
  - The Columbus Income Tax Division administers the tax
  - Nationwide Arena and the Greater Columbus Arts Council receive the revenue to support long-term capital improvements and building maintenance for Nationwide Arena and the operations and facilities of local arts organizations.

## Collecting the Tax

- Admissions must be charged **and** paid after July 1 to be subject to the tax (375.05)
  - If they are charged before July 1 and paid after, they are not taxable
- After July 1, vendors must collect 5% tax on admissions
  - Admissions includes season tickets, memberships, packages, subscriptions, movie theater tickets, cover charges, golf course greens fees
  - Taxable value of memberships:
    - Daily Admission Rate (1 guest) \* Number of visitors admitted in one visit
  - Does not include service charges, handling fees, food and bev, merchandise, or parking
- Vendors do not have to collect the tax for admissions that meet one (or more) of the following exemptions

## Exemptions (375.09 and 376.08)

- **Exempt organizations:** proceeds exclusively go to
  - Government entity acting in governmental capacity
  - 501 (C) organizations
    - Except for the NCAA and GCAC OS grantees
  - Public and private primary educational institutions
  - Organizations exempted under ORC

## Exemptions (375.09 and 376.08)

- **Exempt organizations:** proceeds exclusively go to
  - Government entity acting in governmental capacity
  - 501 (C) organizations
    - Except for the NCAA and GCAC OS grantees
  - Public and private primary educational institutions
  - Organizations exempted under ORC
- **Exempt transactions:**
  - Events sponsored by the City
  - Admissions where the charge is \$10 or less
  - Admissions to a sporting event or golf course for which proceeds benefit a college or university
    - Except for NCAA tournament or playoff events
  - Admission to an event conducted in a place with a capacity of 400 or less
  - Transactions exempted under ORC

## Records (375.08 and 376.07)

- Keep records
  - Taxable admissions sales
  - Tax collected
  - Exempted sales and the reason they are exempted
- What records?
  - Invoices
  - Accounting statements
- Records must be kept for 4 years unless the City Auditor consents to a shorter or longer timeframe in writing

## Filing the tax

- Creating an account
  - Form H-2 (Excise Tax New Account Questionnaire)
  - For-profit vendors must also submit Form IT-47 if they do not have an income tax or withholding account with the Columbus Income Tax Division
- Filing the return
  - Returns are due on the 20<sup>th</sup> of each month for the month preceding
    - The first filing deadline will be August 20<sup>th</sup> for the month of July
  - Form A-1, Monthly Return of Admissions Tax

## Form A-1

- Line 1 – Admissions and Taxable Memberships Charged
  - Line 1: “the events/admissions from this month brought in this much revenue”
  - Admissions charged for events held during the period of the return
    - **NOT** necessarily admissions charged during the period of the return
      - E.g. if filing for July, don’t include sales for August events
    - Revenue recognized after refunds issued – this means the line 1 amount should not include admissions you had to refund for the events held in the month of the return
  - Taxable value of memberships sold in the period of the return



## Form A-1

- Line 1 – Admissions and Taxable Memberships Charged
  - Line 1: the events/admissions from this month brought in this much revenue
  - Admissions charged for events held during the period of the return
    - **NOT** necessarily admissions charged during the period of the return
      - E.g. if filing for July, don't include sales for August events
    - Revenue recognized after refunds issued – this means the line 1 amount should not include admissions you had to refund for the events held in the month of the return
  - Taxable value of memberships sold in the period of the return
- Line 2 – Exempt Admissions
  - Line 2: “out of that revenue, we did **not** collect tax on this amount”
  - Any admissions in Line 1 that are exempt from the tax (see exemptions)
  - Any admissions in Line 1 that were charged **OR** paid before July 1

## An example – Beth’s Spoon Emporium

### Admissions

- Daily
  - \$1,000 charged
  - \$50 refunded
- July Event
  - \$500 in total tickets
  - \$100 were sold in June
  - \$300 were \$10 tickets
- August Event
  - \$100 in pre-sale tickets

### Memberships Sold

- Sold 20 memberships for a total of \$2,000
- Memberships admit 2 guests/visit
- Daily admission is \$20

# An example – Beth’s Spoon Emporium

**Type of Event:**

Recurring Vendor

Single Event - Date of event:

1. Admissions and taxable memberships charged.....
2. Exempt Admissions.....
3. Taxable Admissions (Line 1 less Line 2).....
4. **Total Tax Due (5% of Line 3)**.....

	Events held at Nationwide Arena	Events held at other venues
		\$2,250.00
		\$400.00
		\$1,850.00
		\$92.50

**Included in Line 1:**

- \$950 in daily admissions. DO NOT include \$50 that was refunded.
- \$500 in ticket sales (July event). DO NOT include pre-sale for August event.
- \$800 in memberships (20 sold, taxable value is \$40)

**Included in Line 2:**

- Didn’t collect tax on tickets sold before July 1: \$100
- Didn’t collect tax on tickets that were \$10 or less: \$300

## Form A-1 (Continued)

- Finishing the return:
  - Select recurring vendor or single event
  - Contact information:
    - Ohio Sales Tax ID
    - Business/Owner Name and Address
    - Email address: for correspondence, updates
- Checks payable to City Treasurer

## Website resources

- Available this week!
- CCC Chapter 375 and 376
- Account creation forms
- Form A-1 and instructions
- Admissions Tax FAQ

## Contact information

- [www.columbustax.net](http://www.columbustax.net)
- Located at 77 N Front Street
- Hours are Monday – Friday 8:00-5:00
- 614-645-7370

# Questions? Feedback?



---

OFFICE OF MEGAN N. KILGORE,  
CITY AUDITOR