



Tax Audit & Collections
 20 East Main Street, Suite 450
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 Mesa, Arizona 85211-1466
 (480) 644-2051 Tel
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Mesa Convention Center Tax Refund Request Subleasing Booth Space by Promoter ****

Please submit a copy of contract from the Convention Center with Refund Request to Tax Audit & Collections.

Name: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____
 Mesa TPT#: _____

			Sample	
				Directions for calculating refund.
B	B	8,000		Square Feet Subleased {B} (between Promoter to Vendors for booth space) (Will need to subtract out common areas)
		divided by		divided by
A	A	10,000		Square Feet in Primary Lease (A) (between Convention Center & Promoter) (Information should be in the lease agreement with Convention Center)
		equals		equals
C	C={B/A}	0.80		80% of the primary lease is being released by the Promoter and refund should be requested.

D		\$6,000.00		Net Amount paid to Convention Center for leasing the space. (Primary Lease)
E	E	\$10,000.00		Convention Center needs to report and pay city tax on rental income. (\$6,000 * .0175 = \$105.00) Promoter subleases booth space to Vendors and is required to include this income in Gross Rental Income on Mesa tax return. (Factor tax on return if tax included in Gross)
F	{F=D*C}	\$4,800.00		Refund--Calculate Gross Amount of Rental being released by Promoter.
G	{G=F*.0175}	\$84.00		Refund--Calculate Tax Amount
H	H	\$84.00		Refund Request

The exemption must be computed based on the square footage subleased, not the values of the primary lease and the sublease.
 **** This calculation is for Mesa Convention Center only.

Under penalties of perjury, I declare that I have examined this worksheet, including accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Taxpayer's Signature	Date	Paid Preparer Signature
Print Name	Phone #	Print Paid Preparer Name