



Iowa Department of
REVENUE

Iowa State Association of County Auditors

ISAC Spring School
March 10, 2016

Agland/Family Farm

- 2016: Will run new process in parallel
- April – send files to Joel as usual
- Late April/Early May
 - Send electronic files through LocalGovExchange
- 2017: New process only



Iowa Department of
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BPTC Payments/Corrections & Lessons Learned

BPTC Application Date Changes

**Assessment Year 2015
due March 15, 2016**

**Assessment Year 2016
due July 1, 2016**

426.3 (2)(a) (1) & (2)

Assessors Permanent BPTC File

- 426C.3
- Statutory audit of BPTC unit contiguity
 - GIS file required
- ISAC Working Group GIS Subcommittee
 - Define and guide this process
 - Conducting test of file submission now to April 15
- Live file submission begins October 2016
 - with AY 16 data

Notices and Reports

LocalGovExchange.iowa.gov



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Welcome to the Local Gov Exchange Website

This site allows users to exchange data with the Iowa Department of Revenue.

Sign In



You already have a State of Iowa Enterprise A&A account if you have signed in to the DOM Property Valuation System, Local Government Budget Submittals, Iowa School Alerts, or one of the other 250 state agency services that uses A&A.

- If you do not already have an account, please click the Create New Enterprise A&A Account button instead.
- If you're not sure if you have an account, please use the Recover Enterprise A&A Account option.

[Sign In with Enterprise A&A](#)

Create Account



Create a new Enterprise A&A account which will allow you to access many state agency services including the LocalGovExchange website.

- If you already have an account, please click the Sign In with Enterprise A&A button instead.
- If you're not sure if you have an account, please use the Recover Enterprise A&A Account option.

[+ Create New Enterprise A&A Account](#)

Recover Account



Not sure if you already have an Enterprise A&A account, or you forgot your logon? No problem, click the recover account button below to begin the account recovery process. You only need to know the email address you registered with and your security question answers.

- If you already have an account, please click the Sign In with Enterprise A&A button instead.
- If you do not already have an account, please click the Create New Enterprise A&A Account button instead.

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What is the Business Property Tax Credit?

The Business Property Tax Credit is a credit against tax based on value for Commercial, Industrial, and Railroad classed property units beginning with taxes due and payable 2014/2015.



Notices – Click Generated Letters



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Upload File Types

Press a button below to to work with a related file.



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Important Notices

Watch this area for important dates, notices, and events.



[Generated Letters](#)

Must Select Assessment Year

Search by correction type or parcel



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Tax Payer Letter

This screen allows you to search and view letters generated for tax payer on various corrections.

[Home](#)

Search Letters

Assessment Year *	<input type="text" value="2014"/>
Correction Type:	<input type="text" value="User Correction - Data Element"/>
Parcel Number	<input type="text"/>
<input type="button" value="Search"/>	

Parcel Number	Assessment Year	File Name
0136351004	User Correction - Data Element	24_2014_0136351004_02_15_2016_19_15.pdf
0224200013	User Correction - Data Element	24_2014_0224200013_02_15_2016_19_15.pdf
0312233014	User Correction - Data Element	24_2014_0312233014_02_15_2016_19_15.pdf
0312233022	User Correction - Data Element	24_2014_0312233022_02_15_2016_19_15.pdf
0319106005	User Correction - Data Element	24_2014_0319106005_02_15_2016_19_15.pdf
0623353031	User Correction - Data Element	24_2014_0623353031_02_15_2016_19_15.pdf
0624854001	User Correction - Data Element	24_2014_0624854001_02_15_2016_19_15.pdf



2/15/2016

Reliance Construction
1625 D Ave
Schleswig, IA 51461

Dear Taxpayer:

This serves as official notification in accordance with Iowa Code Chapter 426C.7(1), that a recalculation of the Business Property Tax Credit has occurred for the following assessment year and property:

Assessment Year 2014

Parcel # 0136351004

Original Tax Credit Amount \$ 0.00

Newly Calculated Tax Credit Amount \$ 146.91

The reason for this change is noted below:

Business Property Tax Credit registration not generated.

Iowa Department of Revenue

Notices to taxpayers are being sent by the Department as part of the statutory requirement upon any recalculation of the business property tax credit.

Corrections in the calculation have occurred as a result of:

- changes in valuation;
- corrected consolidated tax rates;
- corrected tax district location, or
- other inadvertent errors determined by local auditors and/or assessors.

You are receiving this notice because your credit has been recalculated as requested by the local auditor. Contact your local County Auditor for any questions in regard to the credit calculation and the amount you received on your tax statement.

This letter was generated by data element correction

Corrections



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Select Corrections Report



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Upload A Data Element File For Assessment Year

The Data Element file is used to get the amount of credit for the Assessment Year for the Parcel Number. After uploading a file, it will be processed and you will receive an email notification when it is ready for pickup or review.



UPLOAD FEATURE NOT AVAILABLE AT THIS TIME
(Missing Process Year) - [CONTACT IDR](#)

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[Correction Report](#)

Upload Tips



- Only 1 active file allowed at a time. If you have a problem you can delete previous uploaded active file and reupload.
- Maximum upload size is 500MB
- File must be either CSV or ZIP
- File name should be 40 characters or less and contain your county number, file type name (DataElements) and filing year.

[? Upload Help](#)

html5 runtime

Query for Report – Must Select Year



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Recalculated BPTC Tax Credit

List of recalculated BPTC Tax credit amount based on Fix Levy Rate selection.

[Search BPTC Corrections](#)

Assessment Year: *	<input type="text" value="select one"/>
Aggregation Indicator:	<input type="text" value="0"/>
DOM Tax District Code:	<input type="text"/>
Unit Number Group:	<input type="text"/>
From Date:	<input type="text"/>
To Date:	<input type="text"/>
Show History:	<input type="checkbox"/>

BPTC Correction Report

Jurisdiction: Crawford

Assessment Year: 2014

Unit Number	Parcel Number	Tax Code	Levy Rate	Tax Credit Amt	Recalc Amt	Adjustment	Percentage	Void	Correction Date
Aggregation Indicator: 2014001									
24-2014-10018-0001-0001	2015428021	24051	25.88945	0.00	1631.42	1631.42	100.00	No	02/15/2016
Sub Total:					.00	1631.42			
Aggregation Indicator: 2014002									
24-2014-10019-0002-0001	2015428023	24051	25.88945	0.00	14.00	14.00	0.86	No	02/15/2016
24-2014-10019-0002-0002	2015428022	24051	25.88945	0.00	1617.42	1617.42	99.14	No	02/15/2016
Sub Total:					.00	1631.42			
Aggregation Indicator: 2014003									
24-2014-10020-0001-0001	2015428024	24051	25.88945	0.00	41.43	41.43	100.00	No	02/15/2016
Sub Total:					.00	41.43			
Aggregation Indicator: 2014004									
24-2014-10021-0001-0001	0623353031	24060	35.27394	0.00	191.82	191.82	100.00	No	02/15/2016
Sub Total:					.00	191.82			
Aggregation Indicator: 2014005									
24-2014-10022-0001-0001	1710156026	24061	34.62005	0.00	383.41	383.41	100.00	No	02/15/2016
Sub Total:					.00	383.41			
Aggregation Indicator: 2014006									
24-2014-10023-0001-0001	1024255018	24057	29.54590	0.00	122.30	122.30	100.00	No	02/15/2016
Sub Total:					.00	122.30			

Bottom of Report

BPTC Correction Report

Jurisdiction: Jones

Assessment Year: 2014

Unit Number	Parcel Number	Tax Code	Levy Rate	Tax Credit Amt	Recalc Amt	Adjustment	Percentage	Void	Correction Date
Aggregation Indicator: 0 (Fix Levy Rate)									
53-2013-10038-0001-0001	RCNJCO-1104156007	53044	26.54623	130.73	98.24	(32.49)	100.00	No	02/15/2016
53-2013-10066-0001-0001	RCNJCO-1100000001	53044	26.54623	87.76	65.95	(21.81)	100.00	No	02/15/2016
53-2013-10248-0002-0001	RCNJCO-1104160013	53044	26.54623	129.39	97.24	(32.15)	10.37	No	02/15/2016
53-2013-10248-0002-0002	RCNJCO-1104160014	53044	26.54623	1118.07	840.24	(277.83)	89.63	No	02/15/2016
53-2013-10249-0001-0001	RCNJCO-1104159001	53044	26.54623	63.43	47.67	(15.76)	100.00	No	02/15/2016
53-2013-10253-0001-0001	RCNJCO-1104177005	53044	26.54623	480.78	361.31	(119.47)	100.00	No	02/15/2016
53-2013-10337-0002-0001	RCNJCO-1104160006	53044	26.54623	583.79	438.72	(145.07)	96.52	No	02/15/2016
53-2013-10337-0002-0002	RCNJCO-1104160012	53044	26.54623	21.06	15.83	(5.23)	3.48	No	02/15/2016
53-2013-10554-0001-0001	RCNJCO-1104160008	53044	26.54623	569.26	427.81	(141.45)	100.00	No	02/15/2016
Sub Total:				3184.27	2393.01				
Grand Total:				3184.27	2393.01	-791.26			

Corrections Lessons Learned

- Corrections paid in 2nd Installment
- Next Year: need application date
 - Corrections made 3 years from Oct 31 after BPTC application date
- You must correct every parcel in a unit
 - Even though you may be amending only one parcel in the unit.
- Be Prepared

Corrections Preparation

- Before you begin, assemble this information:
 - Assessment Year for your correction
 - Unit configuration of parcels
 - must correct all parcels in a unit
 - Unique Parcel Id
 - Tax District Code
 - New Aggregation Indicator (**that is not a duplicate of any other Aggregation Indicator**)
 - Assessed Value
 - Application Date
 - Mailing Name and Address of Taxpayer
 - Reason for correction
 - Unit configuration, PAAB, Judicial Order



Iowa Department of
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Programs & Payments

Property Tax Payments and Programs

Property Tax Program	County File Due/ Submitted by	1 st Installment	2 nd Installment
Agland	By April 1 Auditor	July 15	none
Family Farm	By April 1 Auditor	June 15 next year	none
Property Tax Credit (Elderly & Disabled)	By May 1 Affidavit by Treasurer	June 15	none
BPTC	By June 30 Data Elements by Auditor	Nov 15	Mar 15
Replacement Claim	Before Aug 30 Auditor	Sept 15	Mar 15
Military Exemption	By Sept 1 Affidavit by Treasurer	Sept 30	none
Special Assessment Tax Replacement (Elderly)	By Oct 15 Affidavit by Treasurer	Nov 15	none
Homestead	By Nov 1 Affidavit by Treasurer	Nov 15	Mar 15
Mobile Home Reduced Tax Rate (Low Income)	By Nov 15 Affidavit by Treasurer	Dec 15	none

https://das.iowa.gov/



Iowa Department of Administrative Services

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- DAS CORE
- GENERAL SERVICES
- HUMAN RESOURCES
- PROCUREMENT & FLEET
- STATE ACCOUNTING

SERVICE • EFFICIENCY • VALUE

DAS will be an organization of excellence, providing services and support to meet our stakeholder agencies' needs and ever mindful of good stewardship in resource utilization.

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- › Capitol Complex Policies
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- › Fleet Services
- › Mail Services
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- › Salary Book
- › Vendor Payment Portal

STATE EMPLOYEES

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- › Healthy Opportunities
- › Hotel, Motel and B&B Guide
- › Job Classifications
- › Managers & Supervisors Manual
- › Online Payroll Warrant
- › Training Opportunities
- › Travel Policies and Forms

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- › Become a certified Targeted Small Business
- › Order or search DAS Services (eDAS)
- › Register as a state vendor
- › Reserve space or hold an event on the Capitol Complex
- › Search Settlement Agreements
- › Find DAS Forms

Vendor Portal



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IN ACHIEVING RESULTS

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Vendor Payment Portal

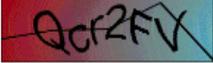
Login

TIN Type Select EIN or SSN. Do not include '-' eg. 123456789

TIN Enter your SSN/EIN

Amount Enter the exact amount of the Check/EFT

Issue Date Select the Check/EFT issue date. Data includes current month plus two previous months.

Captcha  Enter text exactly as in the image

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* All Fields are mandatory

Data last updated : Nov 6, 2015 8:13:15 PM

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Login to confirm payment amount and type

Payment Type and Detail



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Name Pierson, City Of Dept REVENUE
Amount \$4,604.45 Check/EFT Number 83732039
Issue Date Jan 28, 2016

[Search](#)

Work Unit	Object	Line Amount	Invoice Number	Invoice Date	Contact	Description
SAVE-Local Option Sales Tax-Cities & Counties	Refund - Local Option Sls Tax	\$4,604.45			515-281-6106	LOCAL OPTION SALES T

[first](#) [previous](#) [next](#) [last](#)

* Please do not use the browser's Back button

Data last updated : Feb 2, 2016 8:23:53 PM

<u>Work Unit</u>	<u>Object</u>	<u>Line Amount</u>	<u>Invoice Number</u>	<u>Invoice Date</u>	<u>Contact</u>	<u>Description</u>
SAVE-Local Option Sales Tax-Cities & Counties	Refund - Local Option Sls Tax	\$4,604.45			515-281-6106	LOCAL OPTION SALES T



Property Tax Program	WORK UNIT	OBJECT	CHECK DESCRIPTION
Homestead	Homestead Tax Credit Aid	State Aid	HOMESTEAD TAX CREDIT
Replacement Claim	Commercial Property Tax	Refund	COMM IND
BPTC	Commercial Property Tax	Refund	COMMERCIAL PROPERTY
Family Farm	Ag Land Tax Credit	Tax Credits	FAMILY FARM ANNL TAX
Agland	Ag Land Tax Credit	Tax Credits	AGLAND ANNUAL TAX CR
Property Tax Credit (Elderly & Disabled)	Elderly & Disabled Prop Tax Cr	State Aid	ELDERLY CREDIT PROPE
Mobile Home Reduced Tax Rate (Low Income)	Elderly & Disabled Prop Tax Cr	State Aid	MOBILE HOME TAX CRED
Special Assessment Tax Replacement (Elderly)	Elderly & Disabled Prop Tax Cr	State Aid	ELDERLY CREDIT SPECI
Military Exemption	Military Serv Tax Refunds	State Aid	MILITARY SERV. TAX C

THANK YOU!!



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