

Licensing and Reporting Guidance for Residential Rental Property Owners and Property Managers

Please follow this guidance on licensing and reporting privilege taxes due on the rental of residential properties located in the City of Chandler until further notice.

TAX LICENSING:

New Properties Added / Properties Dropped, Located in Chandler:

Property Owners and Property Managers continue to license and pay fees for properties located in Chandler directly with the City of Chandler. At this time, a Property Owner or Property Manager does not need to inform the Arizona Department of Revenue ("ADOR") about any new property it is licensing with the City of Chandler. As in the past, when a property is no longer managed, please inform the City that the mailing address needs to be changed.

TAX REPORTING AND PAYMENT:

Properties located in Chandler:

Property Owners and Property Managers should continue to report and pay to the City of Chandler in the same manner that you always have. Nothing is being changed in the way reporting is handled at this time. Consider what you did in 2014 to be the standard until told otherwise by the ADOR and the City of Chandler.

NOTE: Property Managers should consider adding to their Property Management Agreements (or through some other process) the language the ADOR will be requiring in lieu of a Tax Power of Attorney. Doing this sooner rather than later will help with initial compliance when the eventual shift to ADOR administration occurs. Please contact the ADOR for further information and guidance.