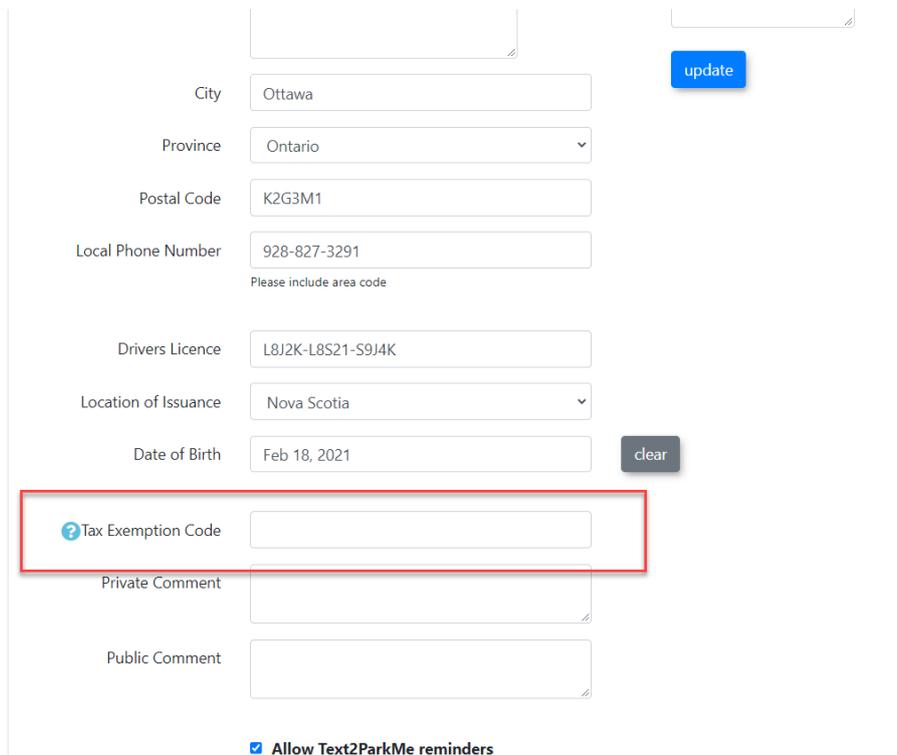


Using Tax Exemption

Adding a Tax Exempt ID

Search for a user and edit their profile. The Tax Exemption field is located on the User Profile screen and can contain alpha-numeric characters. New user profiles will also have this field.



The image shows a user profile edit form with the following fields and values:

- City: Ottawa
- Province: Ontario
- Postal Code: K2G3M1
- Local Phone Number: 928-827-3291 (with a note: "Please include area code")
- Drivers Licence: L8J2K-L8S21-S9J4K
- Location of Issuance: Nova Scotia
- Date of Birth: Feb 18, 2021
- Tax Exemption Code**: (This field is highlighted with a red box and contains a question mark icon)
- Private Comment: (Empty text area)
- Public Comment: (Empty text area)

Buttons: "update" (blue), "clear" (grey). A checkbox at the bottom is checked: "Allow Text2ParkMe reminders".

Note, Tax Exemption Code is included for viewing on the Basic Profile Info window for the User Profile.

Licence Plate Alarm

Basic Profile Information Edit

Enabled	Yes
User Directory	OPSCOM
Unique ID	cc72f3d5-5e04-492b-8b54-46ceaa778e65
User Type	Full Time Student
Locker User Type	Full Time Student
Username	jrockwood
Name	Mr. James T Rockwood
Email Address	jrockwood@tomahawk.ca
Auto Login Address	Login as user ?
Tax Exemption Code	OPSCOM-TX-3487

Vehicles Edit

Status	Plate	Type	Province	Make	Year
Active	JROCK	Passenger	Ontario	Acura	2010
Active	DAS3D	Passenger	Ontario	BMW	2020
Active	KD92D	Passenger	Ontario	Ford	2020

Violations

	Ticket	Issued	Value	Notes
	TT-10017	Feb. 18, 2021	\$50.00	Overdue
	TT-10019	Mar. 4, 2021	\$50.00	Overdue
	TT-10020	Mar. 4, 2021	\$50.00	Overdue

When purchasing a permit with a user that has a tax exemption code taxes will not be shown as a line item of the payment or confirmation page.

Payments Due

Locker Payments

Submit Date	Locker	Amount
<input checked="" type="checkbox"/> Jul. 21, 2021	13	\$100.00 Remove
Total:		\$100.00

No pending invoices.

Parking Permit Payments

Submit Date	Permit	Amount
<input checked="" type="checkbox"/> Jul. 21, 2021	52	\$150.00 Remove
Total:		\$150.00

There is a tax exemption report that can be run under the Payments menu. You can choose to copy or export the records from the report which contains 3 fields, **First Name**, **Last Name**, **Tax Exemption Code**.

Show entries

Search:

First Name	Last Name	Tax Exemption Code
James	Rockwood	OPSCOM-TX-3487

Showing 1 to 1 of 1 entries

Previous **1** Next

Revision #2

Created 30 April 2024 08:30:19

Updated 11 September 2024 13:40:49