



Small Business Liaison Team Meeting

February 2017
Kevin Fitzpatrick

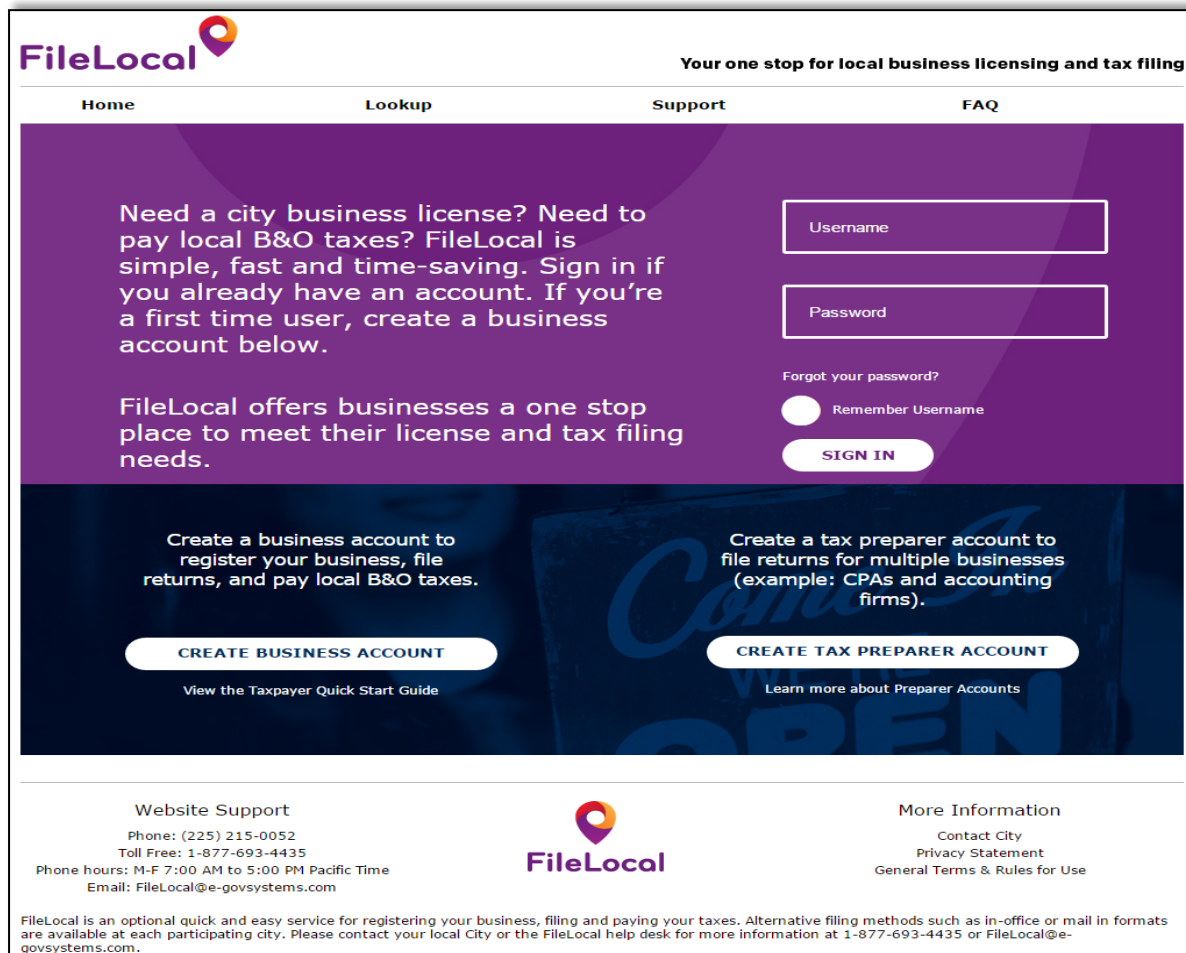
What is FileLocal?


- **Portal Agency**
 - Management Portal Vendors
 - Development and adoption of rules for access, use and maintenance of the portal.
- **Created thru an Interlocal Agreement (2014)**
 - Bellevue
 - Everett
 - Seattle
 - Tacoma

Agencies Guiding Principals and Goals

- **Local Control** – cities set local tax/license policies
- **Integrity** – honest, truthful and straightforward interactions
- **Accountability** – steward of public funds, transparency in operations
- **Flexibility/Adaptability** – nimbly respond to changing business, technology, and policy environment
- **Security** – safeguard taxpayer, licensee and city data
- **Accessibility** – accessible and response to taxpayers, licensee and participating cities
- **Affordability** – affordable to both participating cities and businesses

Who can use the Portal?



FileLocal  **Your one stop for local business licensing and tax filing**

Home Lookup Support FAQ

Need a city business license? Need to pay local B&O taxes? FileLocal is simple, fast and time-saving. Sign in if you already have an account. If you're a first time user, create a business account below.

FileLocal offers businesses a one stop place to meet their license and tax filing needs.

Username

Password

[Forgot your password?](#)

Remember Username

SIGN IN

Create a business account to register your business, file returns, and pay local B&O taxes.

CREATE BUSINESS ACCOUNT


[View the Taxpayer Quick Start Guide](#)

Create a tax preparer account to file returns for multiple businesses (example: CPAs and accounting firms).

CREATE TAX PREPARER ACCOUNT

[Learn more about Preparer Accounts](#)

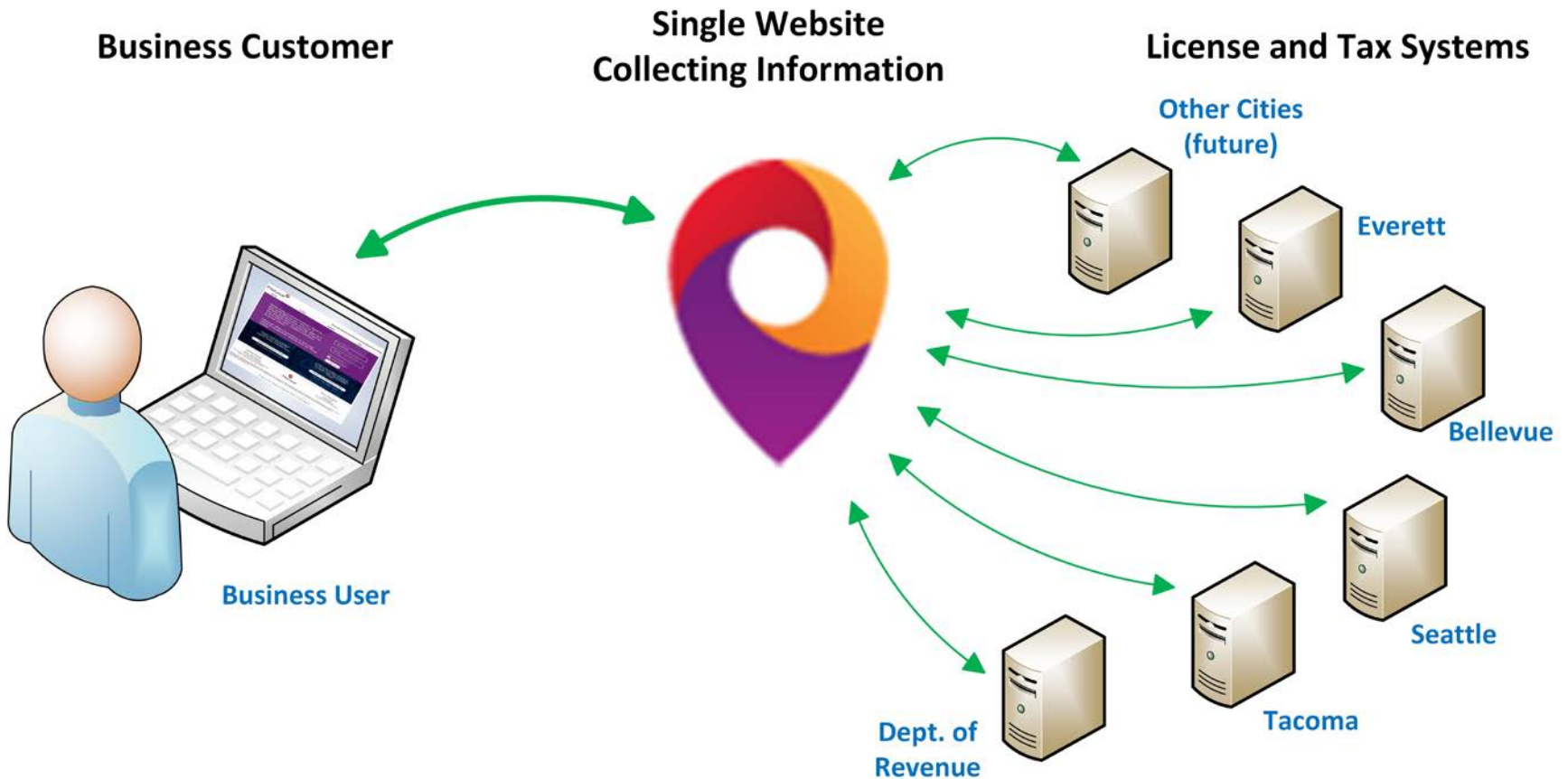
Website Support
 Phone: (225) 215-0052
 Toll Free: 1-877-693-4435
 Phone hours: M-F 7:00 AM to 5:00 PM Pacific Time
 Email: FileLocal@e-govsystems.com

 **FileLocal**

More Information
[Contact City](#)
[Privacy Statement](#)
[General Terms & Rules for Use](#)

FileLocal is an optional quick and easy service for registering your business, filing and paying your taxes. Alternative filing methods such as in-office or mail in formats are available at each participating city. Please contact your local City or the FileLocal help desk for more information at 1-877-693-4435 or FileLocal@e-govsystems.com.

How does the Portal Work?



Data Interface with FileLocal

Set of Web Services are used to interface with FileLocal Portal

System Of Record Connection Services (SCS):

- Allows FileLocal to query and proactively provide information to the City's SOR
- City's SOR hosts the web services

Portal Connection Services (PCS):

- Allows the City's SOR to query FileLocal and request information
- Upload GBL Renewals
- FileLocal hosts the web services

What Types of Licenses/Taxes?

Licensing

- General Business License Application
- General Business License Renewal

B&O Taxes

- Extracting/Extracting for Hire
- International Investment Mgmt Services
- Manufacturing/Processing for Hire
- Printing/Publishing
- Retailing
- Service & Other (Apportioned)
- Services & Other (Not Apportioned)
- Tour Operator or Processor for Hire
- Transporting Freight For Hire Activity
- Wholesaling

Gambling Taxes

- Amusement Games
- Bingo
- Fundraising
- Pull Tabs
- Punchboards
- Raffles

Licensing

- General Business License
- License Renewal

Admissions Taxes

- Admissions Charges
- Admissions Other
- Concert/Performing Arts
- Cover Charges, Cabaret/Dances
- Movie Theaters
- Spectator Sports
- Sports Other

Parking Taxes

- Commercial Parking

Utility Taxes

- Cable TV
- Cellular
- Drainage
- Electric Light/Power
- Franchise
- Garbage System
- Landfill Closure Tax
- Natural Gas
- Pager
- PEG
- Sewer
- Solid Waste
- Steam Heat/Power
- Telephone
- Transfer In City Waste
- Transfer Out Of City Waste
- Water

Agency Focus FY16/FY17

FY16

- Bellevue/Everett Implementations
- City/Business Adoption – 2 releases
 - Key Quarter on Quarter Metrics

FY17

- Full suite of Taxes/Licenses
- New City Implementations

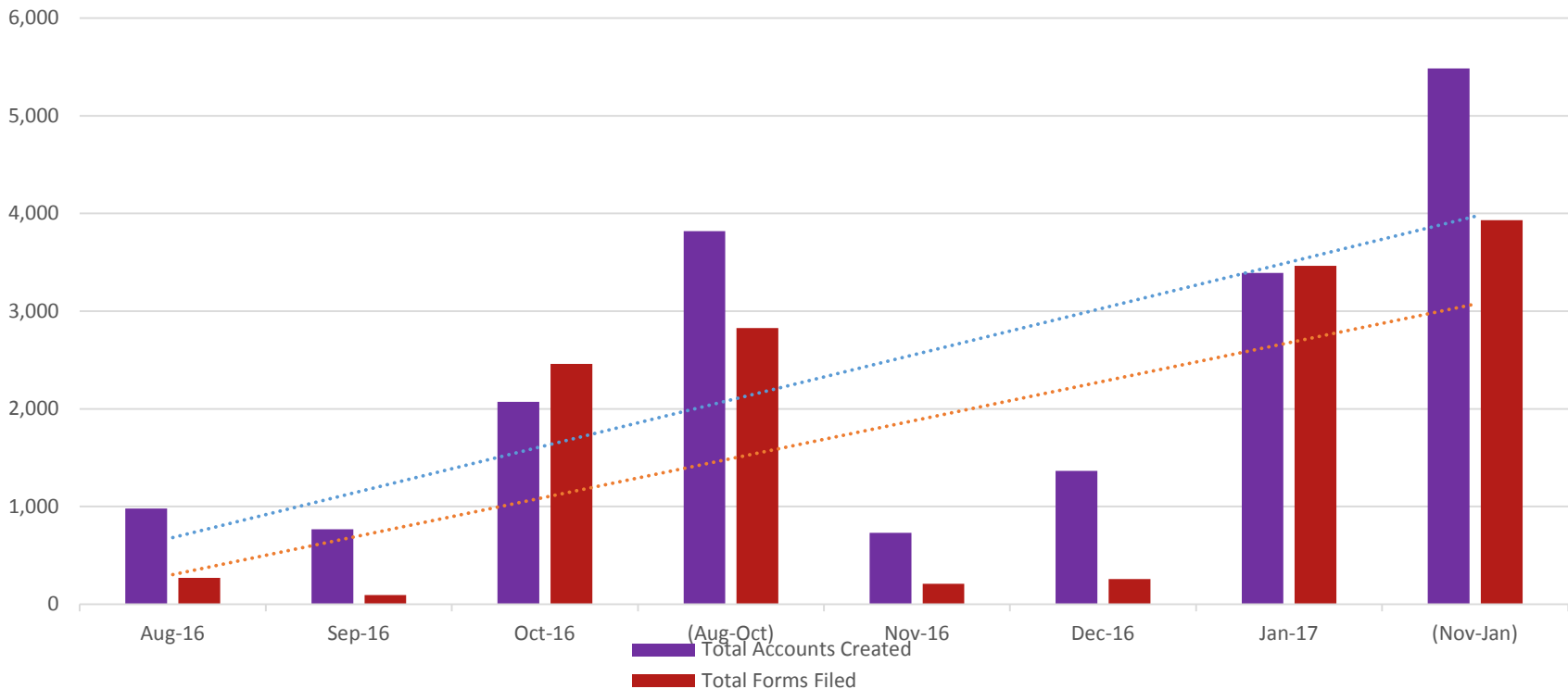
Monthly Metrics

Monthly Metrics – quarter on quarter comparison

- Help Desk Cases by Functional Category
 - Portfolio Alignment
- Total Accounts Created and Forms Filed
- License Applications and Renewals
- Total Payments by Month – filing and \$'s
- Forms with Zero Liability

Monthly Metrics - example

Total Accounts Created and Forms Filed (Qtr. on Qtr.)



Total Accounts Created and Forms Filed is up 2,770 filings (42%) quarter on quarter with Accounts Created up 1,666 accounts (44%) and Forms Filed up 1,104 (39%) filings. Growth was expected this quarter due to year end filings and the normal growth pattern experienced over the last 9 months (~20%). To add to this, January was the first month that a city utilized FileLocal for the renewal process and we saw significant growth (1,019 filings) in this area.

New City Implementation Options

Option A – Administration/Outsourcing

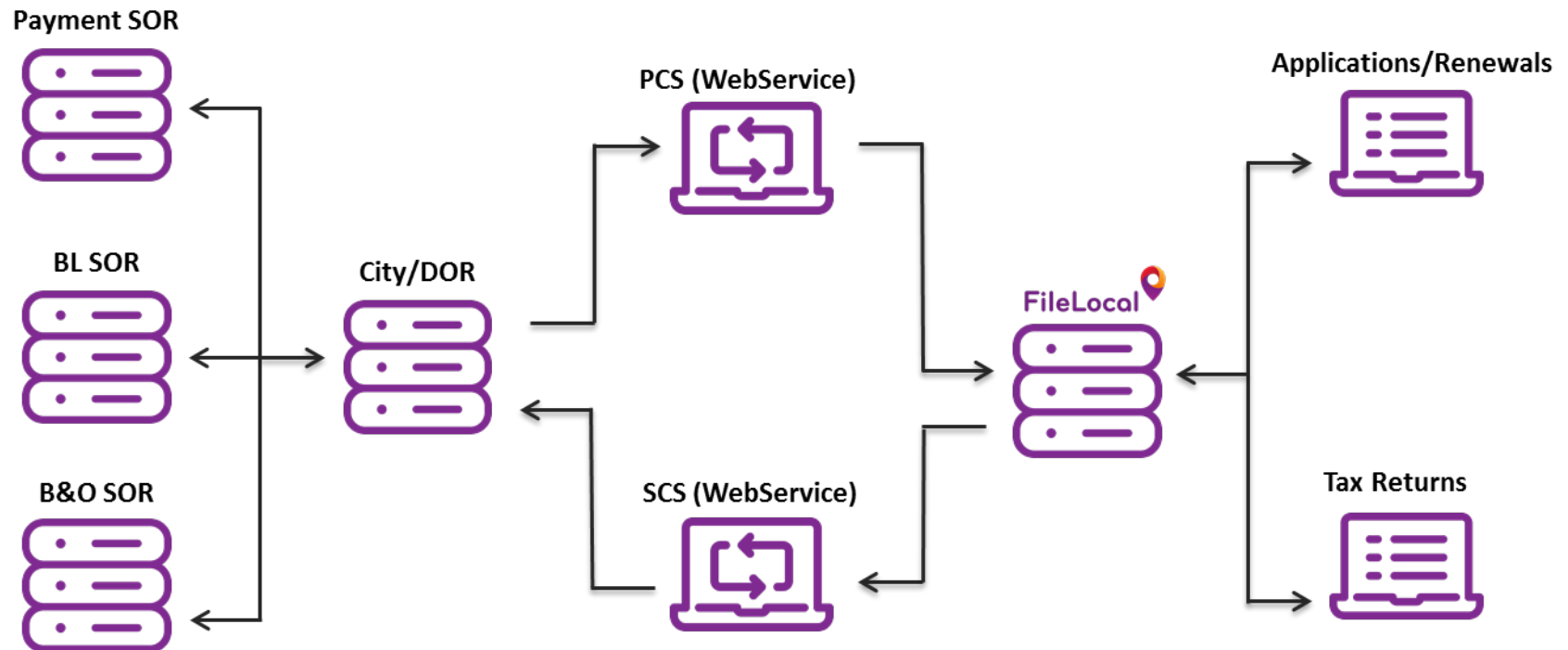
Option B – eGov System Of Record Integration

Option C – Standard Integration



Appendix

Systems Diagram



FOR MORE INFORMATION

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