



# KANSAS CITY MISSOURI

## STR TAXES

# SHORT-TERM RENTAL TAXES

- ▶ Ordinance 230363 and 230364 codified new taxes on Short-term rentals (STR)s approved by voters on April 4, 2023
  - ▶ 7.5% tax on STR gross receipts of transient guests
  - ▶ Occupancy fee of \$3.00 per room night on transient and non transient STR
- ▶ Taxes becomes effective August 1, 2023
- ▶ Filing a return quarterly is mandatory.
- ▶ All returns must be filed electronically.

# SHORT-TERM RENTAL TAX AND OCCUPANCY FEE OBLIGATIONS

## New Businesses

- ▶ Check out the Industry Guide for Short Term Rentals at; [Tax Guides | KCMO.gov - City of Kansas City, MO](https://www.kcmo.gov/tax-guides)
- ▶ Register for Tax Accounts after June 9, 2023
- ▶ Obtain a Tax Clearance to provide to Neighborhoods when you apply for STR permit

## Existing STR Businesses

- ▶ Check out the Industry Guide for Short Term Rentals at; [Tax Guides | KCMO.gov - City of Kansas City, MO](https://www.kcmo.gov/tax-guides)
- ▶ Register for **new** STR tax accounts and close old business license (unless your business will have retail activities or other activities that are taxable at your STR)
- ▶ Obtain a Tax Clearance to provide to Neighborhoods when you apply for STR permit

# DOCUMENTS REQUIRED WHEN REGISTERING FOR TAX ACCOUNTS

Federal ID  
Number or  
Social Security  
Number

Articles of  
Incorporation  
from the State  
of Missouri

Zoning  
clearance

Sales Tax  
Number (*only if  
you are selling  
retail items*)

# SHORT-TERM RENTAL TAX OBLIGATIONS SUMMARY

- ▶ Profits Earnings Tax ( form RD108) filed annually.
- ▶ STR Taxes
  - ▶ Become effective August 1, 2023.
  - ▶ Form RD306 filed quarterly.
  - ▶ First return/payments will be due October 31.
    - ▶ STR Tax of 7.5% of transient guests gross receipts.
    - ▶ Occupancy fee of \$3.00 per day for transient and non-transient guests.
- ▶ Withholding (if you have employees) filed quarterly.
- ▶ Business License on Retail Sales (if applicable) filed annually.

**FORM RD-306**  
2023

City of Kansas City, Missouri - Revenue Division  
**SHORT TERM RENTAL TAXES**

**TRANSIENT BOARDING AND ACCOMODATION  
TAX & LICENSE FEE**

Phone: (816) 513-1120  
E-file: [kcmo.gov/quicktax](http://kcmo.gov/quicktax)



Legal Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 DBA Name: \_\_\_\_\_  
 FEIN or SSN: \_\_\_\_\_ Business Address: \_\_\_\_\_  
 Period From: \_\_\_\_\_ Period To: \_\_\_\_\_

STR Account ID: \_\_\_\_\_

		DOLLARS	CENTS
<b>1. Gross Receipts during reporting period</b>	<b>1</b>	\$	.
1a. Adjustments to gross receipts - Non-transient guests		\$	.
1b. Adjustments to gross receipts - US government agencies	1b	\$	.
1c. Adjustments to gross receipts - Other	1c	\$	.
<b>2. Total Adjustments to gross receipts (Sum of Lines 1a through 1c)</b>	<b>2</b>	\$	.
<b>3. Taxable Gross Receipts (Line 1 minus Line 2e)</b>	<b>3</b>	\$	.
<b>4. Tax Due (Line 3 times 7.5%)</b>	<b>4</b>	\$	.
<b>5. 2% Timely (Line 4 times 2%, only if paid before due date)</b>	<b>5</b>	\$	.
<b>6. Total Tax Due (Line 4 minus 5)</b>	<b>6</b>	\$	.
License Account ID: _____			
<b>7. Total number of dwelling room nights occupied during the reporting period</b>	<b>7</b>	\$	.
<b>8. Fee Due (Line 7 times \$3.00)</b>	<b>8</b>	\$	.
<b>9. Total License Fee (total of lines 2 and 8)</b>	<b>9</b>	\$	.
<b>10. Penalty: "Failure to file return timely" (5% per month of the outstanding fee due) (Maximum penalty 25 %)</b>	<b>10</b>	\$	.
<b>11. Penalty: "Failure to pay amount due" (5% of fee due)</b>	<b>11</b>	\$	.
<b>12. Interest</b>	<b>12</b>	\$	.
<b>13. Total Due (Total of Lines 6, 9, 10, 11, and 12)</b>	<b>13</b>	\$	.
<b>14. Previous Credits or Payments</b>	<b>14</b>	\$	.
<b>15. Total Amount Due (Line 13 minus Line 14)</b>	<b>15</b>	\$	.

**DRAFT**

**RD306 SHORT-TERM RENTAL  
TAX FORM MUST BE FILED  
ELECTRONICALLY**

**(DRAFT FOR ILLUSTRATIVE  
PURPOSES ONLY)**

# SCENARIO #1

- ▶ ABC LLC has one STR in Kansas City, MO. They were registered with KCMO City Planning and Development Department in 2022. They already have a business license and file a profits earnings tax return each year.
- ▶ ABC LLC needs to register for their new taxes and update accounts.
  - ▶ They need to complete an RD100 registration and set up their new STR (7.5%) tax account and their new occupancy fee (\$3.00 per day) account.
  - ▶ They also need to close out their old Business License account.

## SCENARIO #2

- ▶ XYZ LLC is applying for a STR permit for the first time. They own **three new STR** which they have just purchased in the City. They have no employees.
- ▶ XYZ LLC needs to register their business by filing an RD100.
  - ▶ They will need a Profit Earnings Tax account which they must file annually.
  - ▶ They need to obtain separate STR account **for each location** and file quarterly.
    - ▶ STR (7.5%) tax account
    - ▶ Occupancy fee(\$3.00 per day) account



## SCENARIO #3

- ▶ Mary Smith has a STR apartment that she advertises for rent on a booking platform. She only rents out the apartment for **more than 30 days at a time**.
- ▶ Mary Smith needs to register her business by filing a RD100.
  - ▶ She will need a Profit Earnings Tax account and must file a return annually.
  - ▶ She will need to obtain a STR account and file and pay quarterly. For her occupancy fee (\$3.00 per day) she will multiply the number of days rented in the quarter by \$3.00 to determine her fee. The portion of the return for STR (7.5%) she will report total gross receipts but have no tax due for the rentals because rentals to individuals who stay over 30 days are exempt

## SCENARIO #4

- ▶ Eric Smith has a STR unit that he advertises exclusively on BNBXYZ booking platform. BNBXYZ pays the City on Eric's behalf for both the 7.5% tax and the \$3.00 per night license fee.
  - ▶ Eric needs to register his business by filing a RD100.
    - ▶ He will need a Profit Earnings Tax account and file annually.
    - ▶ He will need to obtain a STR account and file quarterly. For his occupancy fee (\$3.00 per day) he will multiply the number of days rented in the quarter by \$3.00 to determine the fee due. The portion of the return for STR (7.5%) he will report total gross receipts to determine that fee due. He will offset the amount paid by BNBXYZ and have nothing due.

# HOW TO FILE

**Registrations and tax clearances** may be filed online in the City's Quicktax online filing program or via paper. Forms are available on the City website: [Supplemental Forms | KCMO.gov - City of Kansas City, MO](https://www.kcmo.gov/Forms)

**All taxes** must be filed online in the City's Quicktax online filing program. The link to file online is: [Quick Tax \(gentax.net\)](https://gentax.net)

# REVENUE DIVISION CONTACT INFORMATION



General Information



QUESTIONS

