

Registration

Three ways to register:

- 1 Email the information below to
TaxpayerEducation@dor.sc.gov
- 2 Mail this completed form to:
Training/Taxpayer Education
Attn: Danielle Thompson
PO Box 125
Columbia, SC 29214-0540
- 3 OR call 803-898-5800 and provide the
information below to register

Registration Information

Choose a Free Workshop

☐ Sales Tax Workshop

☐ Employer Withholding Tax Workshop

Workshop Date: _____

☐ In Class ☐ Webinar

Name: _____

Company: _____

Street Address: _____

City: _____

State: _____ Zip Code: _____

Email: _____

Phone: _____

Workshops are free! A confirmation of
your registration will be sent via email.

Want to learn more about
taxpayer education? Visit
dor.sc.gov/taxpayer-ed

In-Class Workshops

Will be held at:

South Carolina Department of Revenue
300A Outlet Pointe Boulevard
Columbia, SC 29210



Webinars

Webinars are conducted online. Using
your computer and a phone, you'll log
into the workshop using the information
provided when you register. It's a
convenient way to attend without leaving
your home or office!



Continuing Education Credit

These workshops qualify for Continuing
Education credit. You must seek credit
through the appropriate accreditation
board. Certificates of attendance can be
provided if requested.



Sorry! Snacks Are Not Included

Food and beverages are not provided.
Participants are welcome to bring their
own snacks to workshops.



dor.sc.gov



SOUTH CAROLINA DEPARTMENT OF REVENUE



FREE TAX WORKSHOPS

• 2018 •

SALES TAX AND WITHHOLDING TAX





Sales Tax

Who should attend?

- New business owners or new retail license holders
- Business owners with questions regarding their Sales Tax responsibilities
- Accounting personnel for small businesses

What will you learn?

- Filing and administrative requirements
- Step by step directions for completing a Sales Tax return
- Directions for filing and paying online

When & Where

In-class sessions and webinars are held from 9:00 a.m. - 11:00 a.m. on:

- | | |
|---------------|----------------|
| - January 11 | - June 14 |
| - February 22 | - August 2 |
| - March 15 | - September 13 |
| - April 12 | - October 16 |
| - May 15 | - November 7 |

Employer Withholding Tax

Offered in conjunction with the Internal Revenue Service and the SC Department of Employment & Workforce

Who should attend?

- Small business owners with employees, bookkeepers, and payroll clerks
- New Withholding Tax registrants
- Businesses who employ seasonal workers

What will you learn?

- Federal tax law issues
- Requirements for reporting unemployment insurance
- Basics of SC Withholding Tax law
- How to register for Withholding Tax
- When to file and pay Withholding Tax
- Directions for filing and paying online

When & Where

Classes are held 9:00 a.m. - 11:00 a.m. on:

- January 18 (in-class & webinar)
- March 28 (webinar only)
- May 30 (webinar only)
- August 7 (webinar only)
- October 2 (webinar only)
- December 4 (in-class & webinar)

There's More!

Visit dor.sc.gov/taxpayer-ed for tutorials and more learning opportunities!