

OCCUPATION TAX

Online Deferred Payment Process

Bar & Restaurant Taxes

City of Lincoln
City Treasurer's Office

What Type of Taxes Can I Defer??

Businesses that pay Bar & Restaurant Occupation Taxes can defer payment(s) until June 25, 2020 for tax months April 2020 or prior.

Tax months that are past due or under assessment can also be deferred.

Tax returns should continue to be submitted to the City according to the regularly schedule due dates. Such returns can be submitted with a 'Deferred' status and payment will not be due until June 25, 2020.

Interest and penalties will be waived for all tax months of April 2020 and prior. For those companies that pay taxes monthly, the 2% discount can be taken for all tax months of May 2020 and prior.

This document provides instructions on how to defer such payments and later pay deferred taxes by the June 25, 2020 payment deadline.

Manual / Auto Fill Forms

*Companies that currently pay their taxes using a monthly remittance form can continue to manually fill out the form or use the auto fill forms found at: <http://lincoln.ne.gov/city/finance/treas/occ-tax.htm>.

*Once you have the form ready to mail in or hand deliver to the City Treasurer's office, please put a note on the top of the form that you want to defer the payment.

*Remittance of deferred tax returns are still due on or before the 25th day of next calendar month. (March 2020 deferred tax returns are still due April 25, 2020). Payment of such tax returns are not due until June 25, 2020. Discounts and waiver of interest and penalties will apply to all tax returns paid by June 25, 2020.

*Once you are ready to pay these taxes, you can either:

- Resubmit a copy of the return with payment and a note that this deferred return is being paid, or
- Submit a new return with adjusted amounts, payment and a note that this deferred return is being paid. -

Deferring Payments Online

NE Sales Tax ID	Business Name	Address
Unselect	111111	Joe's Food 555 S 10 St

[Make a Payment](#) [View History](#) [Edit Profile](#)

Make a Payment

Monthly Restaurant/Bar Occupation Tax

Business

NE Sales Tax ID #: 111111
Business Name: Joe's Food
Address 1: 555 S 10 St
Address 2:
City: Lincoln State: NE Zip Code: 68508

Company Contact

Contact Name: Joe Public
Contact Title: Owner
Phone: (402) 441-7457
Email: jpublic@public.com

Occupation Taxes

NE Sales Tax ID	Business Name	Address
Unselect	234567890 DLF Co	6807 S 52nd St

[Make a Payment](#) [View History](#) [Edit Profile](#)

Make a Payment

Monthly Restaurant/Bar Occupation Tax

Business

NE Sales Tax ID #: 234567890
Business Name: DLF Co
Address 1: 6807 S 52nd St
Address 2:
City: Lincoln State: NE Zip Code: 68516

Company Contact

Contact Name: John Doe
Contact Title: Owner
Phone: (402) 441-1111
Email: JohnDoe@gmail.com

Total Payment for all Locations

Computation of Tax Due for: Year:

☐ Check this box if your business permanently closed or has been sold. Date closed or sold:

1. Restaurant/Bar Gross Receipts Subject to Tax:
per Lincoln Municipal Chapter 3.30

2. Adjustments to Restaurant/Bar Gross Receipts:
Enter itemized explanation:

3. Taxable Restaurant/Bar Gross Receipts:
(Total of Line 1 and Line 2)

4. Restaurant/Bar Occupation Tax Due:
(2% of Line 3)

5. Interest Due*: (1% per month)

6. Previously Assessed Penalty:

7. Discount for Paying Monthly:
(2% of Line 4, if no tax)

8. Total Amount Due: [Calc](#)
(Total of Lines 4 through 6 minus Line 7)

*Tax is due on or before the 25th day of each month for the preceding month.

Deferred Option

With the passage of Municipal Code 3.30.12, bar & restaurant occupation taxes can be deferred until June 25, 2020. However, tax returns should still be filed during this time indicating a deferred payment status. Interest and penalties will be waived for all deferred tax returns. These returns will be tracked in the 'View History' tab. Please note that you must pay deferred tax returns no later than June 25, 2020 to avoid interest and penalties.

☐ Check this box to defer payment of this tax return. Uncheck this box to make a payment.

- * When deferring taxes using the City's MyInterline, the information that you provided when you set up the company profile will automatically pre-fill on this form.
- * If you need to make changes to this information, go to the 'Edit Profile' tab and make the changes there.

Deferring Payments Online Cont..

Total Payment for all Locations
Computation of Tax Due for: -Select Month * Year: 2011

(1) Restaurant/Bar Gross Receipts Subject to Tax:
per Lincoln Municipal Chapter 3.30

(2) Adjustments to Restaurant/Bar Gross Receipts:
Enter itemized explanation:

(3) Taxable Restaurant/Bar Gross Receipts:
(Total of Line 1 and Line 2)

(4) Restaurant/Bar Occupation Tax Due:
(2 % of Line 3)

(5) Interest Due*: (1% per month)

(6) Previously Assessed Penalty:

(7) Discount for Paying Monthly:
(2 % of Line 4)

(8) Total Amount Due:
(Total of lines 4 through 6 minus line 7)

*Tax is due on or before the 25th day of each month for the preceding month.

Occupation Taxes

NE Sales Tax ID	Business Name	Address
234567890	DLF Co	6807 S 52nd St

[Make a Payment](#) [View History](#) [Edit Profile](#)

Make a Payment

Monthly Restaurant/Bar Occupation Tax

Business
NE Sales Tax ID #: 234567890
Business Name: DLF Co
Address 1: 6807 S 52nd St
Address 2:
City: Lincoln State: NE Zip Code: 68516

Company Contact
Contact Name: John Doe
Contact Title: Owner
Phone: (402) 441-1111
Email: JohnDoe@gmail.com

Total Payment for all Locations
Computation of Tax Due for: -Select Month * Year: 2020

☐ Check this box if your business permanently closed or has been sold. Date closed or sold:

1. Restaurant/Bar Gross Receipts Subject to Tax:
per Lincoln Municipal Chapter 3.30

2. Adjustments to Restaurant/Bar Gross Receipts:
Enter itemized explanation:

3. Taxable Restaurant/Bar Gross Receipts:
(Total of Line 1 and Line 2)

4. Restaurant/Bar Occupation Tax Due:
(2% of Line 3)

5. Interest Due*: (1% per month)

6. Previously Assessed Penalty:

7. Discount for Paying Monthly:
(2% of Line 4, if no tax)

8. Total Amount Due:
(Total of Lines 4 through 6 minus Line 7)

*Tax is due on or before the 25th day of each month for the preceding month.

Deferred Option

With the passage of Municipal Code 3.30.12, bar & restaurant occupation taxes can be deferred until June 25, 2020. However, tax returns should still be filed during this time indicating a deferred payment status. Interest and penalties will be waived for all deferred tax returns. These returns will be tracked in the "View History" tab. Please note that you must pay deferred tax returns no later than June 25, 2020 to avoid interest and penalties.

☐ Check this box to defer payment of this tax return. Uncheck this box to make a payment.

*Select the month and year for the tax return you are deferring payment for.

*Enter your gross receipts and any adjustments you may have. If you have adjustments be sure to enter an itemized explanation.

*Click on the 'Calc' button and verify the amounts shown.

Deferring Payments Online Cont..

8. Total Amount Due:

0.00

Calc

(Total of lines 4 through 6 minus line 7)

*Tax is due on or before the 25th day of each month for the preceding month.

Deferred Option

With the passage of Municipal Code 3.30.12, bar & restaurant occupation taxes can be deferred until June 25, 2020. However, tax returns should still be filed during this time indicating a deferred payment status. Interest and penalties will be waived for all deferred tax returns. These returns will be tracked in the 'View History' tab. Please note that you must pay deferred tax returns no later than June 25, 2020 to avoid interest and penalties.

☐ Check this box to defer payment of this tax return. Uncheck this box to make a payment.

*Check the box in green to defer the payment for this return.

Occupation Taxes

NE Sales Tax ID	Business Name	Address
Unlisted	234567890	DLF Co
		6807 S 52nd St

Make a Payment View History Edit Profile

Make a Payment

Monthly Restaurant/Bar Occupation Tax

Business

NE Sales Tax ID #: 234567890
Business Name: DLF Co
Address 1: 6807 S 52nd St
Address 2:
City: Lincoln State: NE Zip Code: 68516

Company Contact

Contact Name: John Doe
Contact Title: Owner
Phone: (402) 441-1111
Email: JohnDoe@gmail.com

Total Payment for all Locations

Computation of Tax Due for: -Select Month Year: 2020

☐ Check this box if your business permanently closed or has been sold. Date closed or sold:

1. Restaurant/Bar Gross Receipts Subject to Tax:
per Lincoln Municipal Chapter 3.30
2. Adjustments to Restaurant/Bar Gross Receipts:
Enter itemized explanation:
3. Taxable Restaurant/Bar Gross Receipts:
(Total of Line 1 and Line 2)
4. Restaurant/Bar Occupation Tax Due:
(2% of Line 3)
5. Interest Due*: (1% per month)
6. Previously Assessed Penalty:
7. Discount for Paying Monthly:
(2% of Line 4, if no tax)
8. Total Amount Due:
(Total of Lines 4 through 6 minus Line 7)

*Tax is due on or before the 25th day of each month for the preceding month.

Deferred Option

With the passage of Municipal Code 3.30.12, bar & restaurant occupation taxes can be deferred until June 25, 2020. However, tax returns should still be filed during this time indicating a deferred payment status. Interest and penalties will be waived for all deferred tax returns. These returns will be tracked in the 'View History' tab. Please note that you must pay deferred tax returns no later than June 25, 2020 to avoid interest and penalties.

☐ Check this box to defer payment of this tax return. Uncheck this box to make a payment.

Deferring Payments Online Cont..

- * Your Routing Number and Account Number will be displayed but it will not be used for deferred payments.
- * Check the box to certify that the information you are providing is true and correct.
- * Click on the 'Submit Payment' button. Your return will be filed but no actual payment will be made.

Banking Information

J Web
123 Main Street
Anytown, USA 12345 DATE 1175

PAY TO THE ORDER OF **SAMPLE** \$ DOLLARS

MEMO: 1234567890123 1175

Routing Number Account Number Check Number (not used)

Routing Number: *
Account Number: *

Please Note
Payments will be processed on the first working day after the 25th of the month. Funds will be removed from your account the next working day.

Your Information
Name: Joe Public
Title: Owner

☐ I hereby certify that the foregoing is a true and correct statement of all taxable Hotel collections for the City of Lincoln according to Chapter 3.28 of the Lincoln Municipal Code, as shown by the records of the above named company.

Date Created: 3/10/2011 Last Update: 3/10/2011 Status: Pending

Continue Payment Cancel

NE Sales Tax ID Business Name Address
Unselect 111111 Joe's Food 555 S 10 St

Make a Payment View History Edit Profile

Make a Payment
Monthly Restaurant/Bar Occupation Tax

Business
NE Sales Tax ID #: 111111
Business Name: Joe's Food
Address 1: 555 S 10 St
Address 2:
City: Lincoln State: NE Zip Code: 68508

Company Contact
Contact Name: Joe Public
Contact Title: Owner
Phone: (402) 441-7457
Email: gpublic@public.com

Total Payment for all Locations
Computation of Tax Due for: Select Month Year: 2011

(1) Restaurant/Bar Gross Receipts Subject to Tax: per Lincoln Municipal Chapter 3.28
(2) Adjustments to Restaurant/Bar Gross Receipts: Enter itemized explanation:
1
(3) Taxable Restaurant/Bar Gross Receipts: (Total of Line 1 and Line 2): 0.00
(4) Restaurant/Bar Occupation Tax Due: (2 % of Line 3): 0.00
(5) Interest Due*: (1% per month): 0.00
(6) Previously Assessed Penalty:
(7) Discount for Paying Monthly: (2 % of Line 4): 0.00
(8) Total Amount Due: (Total of lines 4 through 6 minus line 7): 0.00 Calc

*Tax is due on or before the 25th day of each month for the preceding month.

Banking Information

J Web
123 Main Street
Anytown, USA 12345 DATE 1175

PAY TO THE ORDER OF **SAMPLE** \$ DOLLARS

MEMO: 1234567890123 1175

Routing Number Account Number Check Number (not used)

Routing Number: *
Account Number: *

Please Note
Payments will be processed on the first working day after the 25th of the month. Funds will be removed from your account the next working day.

Your Information
Name: Joe Public
Title: Owner

☐ I hereby certify that the foregoing is a true and correct statement of all taxable Hotel collections for the City of Lincoln according to Chapter 3.28 of the Lincoln Municipal Code, as shown by the records of the above named company.

Date Created: 3/10/2011 Last Update: 3/10/2011 Status: Pending

Continue Payment Cancel

Deferring Payments Online Cont..

- * You will be directed to enter the locations that you are paying the occupation tax for.
- * Enter the first location and click on the 'Insert' link. Continue this process until all locations have been entered.
- * Once all the locations have been listed, click on the 'Complete Payment' button.

InterLine lincoln.ne.gov

City of Lincoln
City Treasurer
Occupation Taxes

User ID: public
[MyInterLine](#) | [Logout](#)

NE Sales Tax ID	Business Name	Address
Unselect 111111	Joe's Food	555 S 10 St

[Make a Payment](#) [View History](#) [Edit Profile](#)

Locations

Monthly Restaurant/Bar Occupation Tax

Computation of Tax Due for: January 2011 Pending

Business Name	Address	City	State	Zip Code	Phone
Edit Joe's Food	555 S 10 St	Lincoln	NE	68508	(402) 441-7457
Insert		Lincoln	NE		(402)

[Complete Payment](#)

City Treasurer

Deferring Payments Online Cont..

- * Once the deferred tax return is complete you will be directed to the confirmation screen. Click on the 'View History' button to see the payment.

NE Sales Tax ID Business Name Address
Unselect 111111 Joe's Food 555 S 10 St

Make a Payment View History Edit Profile

Locations

Monthly Restaurant/Bar Occupation Tax
Computation of Tax Due for: January 2011 Pending

Payment Completed
Click on 'View Payment' to Print Receipt or
'View History' to view past history.

View Payment View History

City Treasurer

- * You will be directed to the 'View History' tab where you will see the tax return highlighted in green with a payment status of Deferred
- * To make another payment for this location, click on the 'Make A Payment' tab.
- * To pay for another business with a different NE Sales Tax ID click on the 'Unselect' link at the top of the screen.

Occupation Taxes

NE Sales Tax ID Business Name Address
Unselect 345678901 Jane Doe Co 234 Oak St

Make a Payment View History Edit Profile

Payment History

	Tax Type	Tax Month	Payment Date	Posted Date	Total	Type	Status	Part
Update	Monthly	Mar 2020	4/7/2020	-	\$235.20	ACH	Deferred	
Select	Monthly	Feb 2020	4/7/2020	-	\$196.00	ACH	Pending	

Paying Deferred Tax Returns

- * When you log back in to make a payment later, you will see your deferred tax return(s) noted by a green box to the right of the screen.

Occupation Taxes

Select a Profile

	NE Sales Tax ID	Business Name	Address	
Select	234567890	DLF Co	6807 S 52nd St	
Select	345678901	Jane Doe Co	234 Oak St	

[Add New Profile](#)

- * When you click on the 'Select' link on the left, you will be directed to the 'Make a Payment' screen.
- * You will see that there is a notice highlighted in green stating 'This business has tax returns with deferred payments'.
- * To submit a payment for a deferred tax return, click on the View History Tab.

Occupation Taxes

	NE Sales Tax ID	Business Name	Address	
Unselect	345678901	Jane Doe Co	234 Oak St	

[Make a Payment](#) [View History](#) [Edit Profile](#)

Monthly Restaurant/Bar Occupation Tax

This business has tax returns with deferred payments.

Business

NE Sales Tax ID #: 345678901
Business Name: Jane Doe Co
Address 1: 234 Oak St
Address 2:
City: Lincoln State: NE Zip Code: 68516

Company Contact

Contact Name: Jane Doe
Contact Title: Owner
Phone: (402) 441-2222
Email: JaneDoe@email.com

Total Payment for all Locations

Computation of Tax Due for: Year:

☐ Check this box if your business permanently closed or has been sold. Date closed or sold:

1. Restaurant/Bar Gross Receipts Subject to Tax: per Lincoln Municipal Chapter 3.30

2. Adjustments to Restaurant/Bar Gross Receipts:
Enter itemized explanation:

3. Taxable Restaurant/Bar Gross Receipts: 0.00
(Total of Line 1 and Line 2)

4. Restaurant/Bar Occupation Tax Due: 0.00

Paying Deferred Tax Returns cont..

- * You will be directed to the 'View History' screen which will display the deferred tax returns in green with a status of 'Deferred' to the far right.
- * Click on the 'Update' link to the left and you will be directed to the 'Make a Payment' screen.
- * The deferred tax return will be displayed. If any amounts have changed since originally reported, you can update the return before submitting payment.

Occupation Taxes

	NE Sales Tax ID	Business Name	Address	
Unselect	345678901	Jane Doe Co	234 Oak St	

Make a Payment

View History

Edit Profile

Payment History

	Tax Type	Tax Month	Payment Date	Posted Date	Total	Type	Status	Part
Update	Monthly	Mar 2020	4/7/2020	-	\$235.20	ACH	Deferred	
Select	Monthly	Feb 2020	4/7/2020	-	\$196.00	ACH	Pending	

Occupation Taxes

	NE Sales Tax ID	Business Name	Address	
Unselect	345678901	Jane Doe Co	234 Oak St	

Make a Payment

View History

Edit Profile

Edit a Payment

Monthly Restaurant/Bar Occupation Tax

This business has tax returns with deferred payments.

Business

NE Sales Tax ID #: 345678901
Business Name: Jane Doe Co
Address 1: 234 Oak St
Address 2:
City: Lincoln State: NE Zip Code: 68516

Company Contact

Contact Name: Jane Doe
Contact Title: Owner
Phone: 4024412222
Email: JaneDoe@email.com

Total Payment for all Locations

Computation of Tax Due for:

March

Year: 2020

☐ Check this box if your business permanently closed or has been sold. Date closed or sold:

1.	Restaurant/Bar Gross Receipts Subject to Tax: per Lincoln Municipal Chapter 3.30	12,000.00
2.	Adjustments to Restaurant/Bar Gross Receipts: Enter itemized explanation:	0.00
3.	Taxable Restaurant/Bar Gross Receipts: (Total of Line 1 and Line 2)	12,000.00
4.	Restaurant/Bar Occupation Tax Due: (2% of Line 3)	240.00
5.	Interest Due*: (1% per month)	0.00
6.	Previously Assessed Penalty:	0.00
7.	Discount for Paying Monthly: (2% of Line 4, if not late)	4.80
8.	Total Amount Due:	235.20

Paying Deferred Tax Returns cont..

- * Below the tax return, unclick the 'Deferred Option' check box to make a payment.
- * Your routing number and account number will be displayed for the ACH payment.
- * Check the confirmation button at the bottom of the screen and click on the 'Update' button to submit the payment.

Deferred Option

With the passage of Municipal Code 3.30.12, bar & restaurant occupation taxes can be deferred until June 25, 2020. However, tax returns should still be filed during this time indicating a deferred payment status. Interest and penalties will be waived for all deferred tax returns. These returns will be tracked in the 'View History' tab. Please note that you must pay deferred tax returns no later than June 25, 2020 to avoid interest and penalties.

☐ Check this box to defer payment of this tax return. ☒ Uncheck this box to make a payment.

Banking Information

J. Doe
123 Main Street
Anytown, USA 12345

1175

PAY TO THE ORDER OF: **SAMPLE** \$

DOLLARS

123456789 1234567890123 1175

Routing Number **Account Number** **Check Number (not used)**

Routing Number: *****6789
Account Number: ****4567
Account Type: ☒ Checking ☐ Savings

Please Note
Payments will be processed on the first working day after the 25th of the month. Funds will be removed from your account the next working day.

Your Information

Name: Jane Doe
Title: Owner

☐ I hereby certify that the foregoing is a true and correct statement of all taxable collections for the City of Lincoln according to Chapter of the Lincoln Municipal Code, as shown by the records of the above named company. *

Date Created: 4/7/2020 Last Update: 4/7/2020 Status: Deferred

Paying Deferred Tax Returns cont..

- * The 'Make a Payment' screen will be displayed. Click on the View History button at the bottom of the page to see the payments for this business.
- * The payment(s) will now be displayed in the 'View History' panel with a status of 'Pending'. The ACH payment(s) will be processed on the 1st working day after the 25th of the month. The deferred tax return process is now complete.

5. Interest Due* (1% per month):	0.00
6. Previously Assessed Penalty:	0.00
7. Discount for Paying Monthly (2% of Line 4, if not late)	4.80
8. Total Amount Due (Total of lines 4 through 6 minus line 7):	235.20

*Tax is due on or before the 25th day of each month for the preceding month.

Banking Information

Payment Type: ACH Partial Payment:
Bank Routing
Number: *****8789
Account Number: ***4567
Account Type: Checking

Your Information

Name: Jane Doe
Title: Owner

Date Created: 4/7/2020 2:12:36 PM Last Update: 4/7/2020 2:12:36 PM Status: Pending

[View History](#) [View Locations](#)

Occupation Taxes

	NE Sales Tax ID	Business Name	Address
Unselect	345678901	Jane Doe Co	234 Oak St

[Make a Payment](#)

[View History](#)

[Edit Profile](#)

Payment History

	Tax Type	Tax Month	Payment Date	Posted Date	Total	Type	Status	Part
Select	Monthly	Mar 2020	4/7/2020	-	\$235.20	ACH	Pending	
Select	Monthly	Feb 2020	4/7/2020	-	\$196.00	ACH	Pending	