

Tohono O’odham Nation
General/Prime/Sub Contractors
TPT Check List

The Tohono O’odham Nation Transaction Privilege Tax application is \$5.00, which can be paid by check or money order or by telephone with a debit/credit card. Each license is valid for the term of the project. Should you have another project with the same entity/company, you will have to apply for a new license.

General/Prime Contractors should add an additional 5% to cover the cost of the Transaction Privilege Tax to their bid. An example of the tax calculation is as follows:

Gross Sales		\$ 1,000.00
35% Deduction	\$(350.00)	
Total Taxable Sales (1-2)		\$ 650.00
Tax Rate (5%)		5%
Tax Liability (3x4)		\$ 32.50

Please attach and submit the following:

- ☐ Completed Application – Part C: Ownership Information completed.
- ☐ W-9 – Signed and Dated
- ☐ AZ ROC
- ☐ COI – Certificate of Insurance
- ☐ **Prime/General** – List of subcontractors
- ☐ **Prime/General** - Attach Bond (Performance/Surety) If providing bond, contracting tax reports and payments are due monthly.
- ☐ If no bond available, the entire tax liability is due at the time of application.

Each subcontractor is required to apply for and obtain a TPT license. The application fee is also \$5.00 and **each subcontractor is required to submit the following:**

- ☐ Completed Application – Part C: Ownership Information completed.
- ☐ W-9 – Signed and Dated
- ☐ AZ ROC
- ☐ COI – Certificate of Insurance

*Subcontractors are not required to pay taxes.

Digital applications are accepted. You may email a completed application packet with bond to wendy.salcido-begay@tonation-nsn.gov. If you are opting to pay the tax in advance, please inform our office.

Surety Bond originals must be mailed to:

Tohono O’odham Nation
Office of the Treasurer
P.O. Box 837
Sells, AZ 85634

Office of the Treasurer
P.O. Box 837
Sells, AZ 85634
(520) 383-1800 ext.2456