

## Privacy Notice — Website — No Action Needed

**Your account records are covered by state laws that protect your privacy. The Information Practices Act (Civil Code section 1798.17) requires the California Department of Tax and Fee Administration (CDTFA) to notify you each year of your privacy rights.**

We administer many of the state's tax and fee laws. When you apply for your permit, certificate, license or renewal, relief request, payment plan, offer in compromise, settlement, or other applications, we ask for information that is either required by law, or is used for our registration records. We will use the information to determine whether you are paying the correct amount of taxes and fees, or to collect any amounts you owe. You must provide all information requested, including your social security number (used for identification purposes [see Title 42 U.S. Code section 405(c)(2)(C)(i)]). A complete list of the California Revenue and Taxation Code sections and other applicable code sections authorizing us to maintain your information for the administration of our programs is printed on the reverse side of this form.

To educate yourself as a smart online consumer, please visit: [Caution: Is Your Computer Secure?](#)

### What happens if I don't provide the information?

We may not process your application for a permit, certificate, license, relief request, payment plan, or other programs if your information is incomplete. If you are not able to file your required returns, you may have to pay penalties and interest. You may owe more taxes or fees, or receive a smaller refund, if you do not provide the requested information to support your exemptions, credits, exclusions, or adjustments.

If you provide fraudulent information, civil penalties may apply, and you may be subject to criminal prosecution.

### Can anyone else see my information?

Yes. While your records are covered by state laws that protect your privacy, we may share information regarding your account with specific local, state, and federal government agencies, or companies contracted and authorized to represent those government agencies.

If authorized by law, we may release the information printed on your permit, certificate, or license, such as your account type, start and closeout dates, and the names of business owners or partners, to the public. When you sell a business, we may give the buyer or other involved parties information regarding any of your outstanding tax liabilities.

With your permission, we can release some or all your account information to your authorized representative.

### We may disclose information to authorized officials of the following agencies, among others:

United States government agencies, State of California government agencies and officials, state agencies outside of California for tax enforcement purposes, State of California cities, counties, and districts, State of California city and county attorneys, prosecutors and law enforcement departments, and agencies authorized to enforce local tobacco control ordinances.

### Who is responsible for maintaining my records?

The officials listed below are responsible for maintaining your records. If you have questions regarding the Department's privacy policy or this Privacy Notice, please contact the CDTFA Privacy Officer at 1-916-309-1862. Questions about your records may be directed to our Customer Service Center at 1-800-400-7115 (CRS:711), Monday through Friday from 7:30 a.m. to 5:00 p.m. (Pacific time), except state holidays. You may also contact the officials listed below.

#### Field Operations Division, MIC:47

Deputy Director  
California Department of Tax and Fee Administration  
PO Box 942879  
Sacramento, CA 94279-0047  
1-916-309-8209

#### Business Tax and Fee Division, MIC:43

Deputy Director  
California Department of Tax and Fee Administration  
PO Box 942879  
Sacramento, CA 94279-0043  
1-916-309-5200

### Can I review my records?

Yes. You should submit your written requests to your closest CDTFA office. For a complete listing of our [locations](#) or a copy of [publication 58A, How to Inspect and Correct Your Records](#), visit us at [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov), or call our Customer Service Center at 1-800-400-7115 (CRS:711). Requests for your records may also be directed to the Disclosure Office, MIC:82, California Department of Tax and Fee Administration, P.O. Box 942879, Sacramento, CA 94279-0082.

**We must collect information in order to administer the state laws listed below.** Code sections are from the California Revenue and Taxation Code, unless otherwise noted.

### Sales and Use Tax

- Sales and Use Tax (sections [6001-7176](#), [7200-7226](#), [7251-7279.6](#), [7285-7288.6](#))
- Lumber Products Assessment Fee (sections [55001-55381](#), Public Resources Code sections [4629-4629.13](#))
- Prepaid Mobile Telephony Services Surcharge (sections [55001-55381](#), [42100-42111](#))

### Special Taxes and Fees

- Alcoholic Beverage Tax (sections [32001-32557](#))
- California Electronic Cigarette Excise Tax (California Healthy Outcomes and Prevention Education Act sections [31000-31008](#))
- California Tire Fee (sections [55001-55381](#), Public Resources Code sections [42860-42895](#))
- Cannabis Retailer Excise Tax (sections [34010-34021.5](#), [55001-55381](#))
- Childhood Lead Poisoning Prevention Fee (sections [43001-43651](#), Health and Safety Code section [105310](#))
- Cigarette and Tobacco Products Tax (sections [30001-30483](#), Health and Safety Code sections [104555-104558](#))
- Cigarette and Tobacco Products Licensing Act of 2003 (sections [55001-55381](#), Business and Professions Code sections [22970-22991](#), Government Code section [15570.66](#), Penal Code section [830.11](#))
- Covered Electronic Waste Recycling Fee (sections [55001-55381](#), Health and Safety Code sections [25214.9-25214.10.2](#), Public Resources Code sections [42460-42486](#))
- Diesel Fuel Tax (sections [60001-60709](#))
- Emergency Telephone Users Surcharge (sections [41001-41176](#))
- Energy Resources Surcharge (sections [40001-40216](#))
- Hazardous Substances Tax (sections [43001-43651](#), Health and Safety Code sections [25174-25174.11](#), [25205.1-25205.23](#))
- Integrated Waste Management Fee (sections [45001-45984](#), Public Resources Code sections [48000-48008](#))
- International Fuel Tax Agreement (sections [9405-9433](#))
- Lead-Acid Battery Recycling Fees (sections [55001-55381](#), Health and Safety Code sections [25215-25215.75](#))
- Lithium Extraction Excise Tax (sections [55001-55381](#), [47000-47100](#))
- Marine Invasive Species (Ballast Water) Fee (sections [44000-44007](#), [55001-55381](#), Public Resources Code sections [71200-71271](#))
- Motor Vehicle Fuel Tax, including Aircraft Jet Fuel Tax (sections [7301-8526](#))
- Natural Gas Surcharge (sections [55001-55381](#), Public Utilities Code sections [890-900](#))
- Occupational Lead Poisoning Prevention Fee (sections [43001-43651](#), Health and Safety Code sections [105190,105195](#))
- Oil Spill Response, Prevention, and Administrative Fees (sections [46001-46751](#), Government Code sections [8670.40, 8670.48](#))
- Regional Railroad Accident Preparedness and Immediate Response Fee (sections [55001-55381](#), Government Code sections [8574.30-8574.48](#))
- Tax on Insurers (sections [12001-13170](#))
- Timber Yield Tax (sections [38101-38908](#))
- Underground Storage Tank Maintenance Fee (sections [50101-50162](#), Health and Safety Code sections [25299.10-25299.51](#))
- Use Fuel Tax (sections [8601-9355](#))
- Water Rights Fee (sections [55001-55381](#), Water Code sections [1525-1552](#))