

Annual Privacy Notice – No Action Needed

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

The CDTFA administers many of the state's tax and fee laws. We ask you for your information (when you apply for your permit, certificate, license or renewal, relief request, payment plan, offer in compromise, settlement, or other applications) 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 Codes authorizing the CDTFA to maintain your information for the administration of its programs is printed on the reverse side of this form.

What happens if I don't provide the information?

Your application for a permit, certificate, license, relief request, payment plan, or other programs may not be processed 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, the CDTFA 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 of your account information to your authorized representative.

The CDTFA 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 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays or to 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
1-916-322-4889

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. Requests should be made in writing 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, 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.

The CDTFA 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 (SUT)

- 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](#), [42001-42024](#), [42100-42111](#))

Special Taxes and Fees (STF)

- Alcoholic Beverage Tax (sections [32001-32557](#))
- California Tire Fee (sections [55001-55381](#), Public Resources Code sections [42860-42895](#))
- Cannabis 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 [9401-9433](#))
- Lead-Acid Battery Recycling Fees (sections [55001-55381](#), Health and Safety Code sections [25215-25215.75](#))
- Marine Invasive Species (Ballast Water) Fee (sections [44000-44008](#), [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](#))