



**City of Sunnyvale
Department of Library & Community Services
Community Services Division
INFORMATIONAL BULLETIN**



Tax Time Tips

Some Recreation Classes and Activities May be Eligible for IRS Reimbursement

The Dependent Care Reimbursement Program is administered through the Internal Revenue Service (IRS). Contact the Human Resources Department within your business or organization for details and eligibility requirements for programs such as senior day care, after-school programs, pre-school programs, summer day camps and educational fees.

What is a Tax ID number?

- A Tax Identification Number (TIN) is an identifying number assigned by the Internal Revenue Service (IRS). It can also be called an Employer Identification Number (EIN) or a Federal Employer Identification Number (FEIN). The terms TIN, EIN, or FEIN can be used interchangeably. A TIN is a nine-digit number that the IRS assigns in the following format: XX-XXXXXXX. It is used to identify the tax accounts of employers and certain others who have no employees. The IRS uses the number to identify taxpayers that are required to file various business tax returns. EINs are used by employers, sole proprietors, corporations, partnerships, non-profit associations, trusts, estates of decedents, government agencies, certain individuals, and other business entities.

Can we provide the City's Tax ID number to community members, upon request?

- Yes, it is 94-6000438. The number is public information.

Can we provide a copy of a receipt for recreation classes and activities?

- Yes, when it is requested. Applicable fees apply.

Can City staff sign forms related to tax preparation to verify child participation in recreation activities?

- No. City staff may not sign any paperwork related to tax preparation materials and/or verification for Child Care Credits. The Community Services Division is not a licensed child care provider. Community members are encouraged to seek tax advice from a professional tax preparer if they are seeking child care credits.

For additional information, call the Community Services Division at (408) 730-7350.