



## Announcement

**Subject** Revised Real Property Rentals Sales Tax Rates in Workday

**Date** November 21, 2023

### Description

Information in Workday for state sales tax related to real property rentals is changing. Recently, the state legislature approved a 1% reduction of the state sales tax rate on real property rentals. The new rate is effective for rental periods beginning on or after December 1, 2023. Sales tax is due at the rate in effect during the time the tenant occupies or is entitled to occupy the real property, regardless of when the rent is paid. Below is a summary of the current and future real property rental sales tax rates for the counties where UCF currently has rental facilities.

County	Real Property Rental Sales Tax Rate Prior to 12/1/2023	Real Property Rental Sales Tax Rate On/After to 12/1/2023	New Rental Tax Code Name
Orange	6%	5%	Orange Rental Sales Tax
Seminole	6.5%	5.5%	Seminole Rental Sales Tax
Osceola	7%	6%	Osceola Rental Sales Tax
Volusia	6%	5%	Volusia Rental Sales Tax

To accommodate the reduced tax rate, the following changes have been made in Workday:

- County rental sales tax codes that were not previously used have been inactivated.
- County rental sales tax codes that were erroneously used in the past now trigger an error message informing the user that the tax rate is no longer in effect and to contact the UCF tax office if they have collected revenue for a real property rental in that county.
- County rental sales tax rates have been updated with an effective date of December 1, 2023, and no longer have the percentage at the end of the tax code name. Therefore, if a customer invoice or cash sale has an invoice or cash sale date on or after December 1, 2023, tax will automatically be calculated at the new, lower tax rate. If the cash sale or

invoice date is prior to December 1, 2023, the tax will automatically be calculated at the old, higher sales tax rate.

For more information, review the frequently asked questions document available in Workday by selecting the [Real Property Rental Tax FAQ](#) link which was developed by Financial Affairs.

If you have any questions about these changes, create a Workday Help case with case type "Central: Tax." If you do not have access to the Central: Tax case type, please select "Finance Other," and in the body of your case, type Central: Tax so that it can be routed to the appropriate service team.