

**HOPE**  
FOR THE FUTURE

**HELP**  
THOSE IN NEED

**HAVE**  
AN IMPACT

## Florida Tax Credit Scholarship Program – Commercial Lease Sales Tax

AAA Scholarship Foundation (AAA) is a 501 (c)(3) nonprofit organization and state approved Scholarship Funding Organization (SFO) administering the Florida Tax Credit Scholarship Program. Initial recipients of these K-12 educational scholarships are low-income families seeking economic assistance to send their children to the educational setting that best suits their learning needs. This program allows any company that pays Florida commercial lease sales tax to redirect up to 100 percent of its tax liability to AAA in order to fund K-12 education scholarships for eligible children. **It costs you NO extra dollars** – the legislature has made it possible for your company to earmark up to 100 percent of its state commercial lease sales tax liability to fund student scholarships.

### To Reserve Your State Tax Credit:

The process to enroll is very simple. Visit the FL DOR's web application:

<https://taxapps.floridarevenue.com/CommercialRentalScholarship> and create a secure account to begin an application.

Next, select "AAA Scholarship Foundation" under the Contribution to SFO Section. Once you have received your approval, you can remit up to that amount directly to AAA via check, wire or ACH by the last day of the state fiscal year (June 30). You may apply more than once for credits during the year for a maximum of 100 percent of your net state commercial lease sales tax. You will receive a written acknowledgement from AAA. A copy of the FL DOR approval letter, along with the AAA acknowledgement, must be provided to your landlord to support the amount of sales tax credit earned. It's important to remember that the approval process does not oblige you to remit the funds to AAA – it is merely a way for the DOR to ensure that the annual maximum (\$57.5 million for 2022) in tax credits is not over-subscribed.

### Remitting Your Payment:

Upon completing your enrollment on the DOR website, please send your DOR confirmation e-mail to Kim Dyson at [Kim@aaascholarships.org](mailto:Kim@aaascholarships.org) and she will send a payment reminder and remittance instructions to you. Once you receive your approval letter from the DOR, payments can be made by check, wire or ACH. Payments must be made by the last day of the state fiscal year (June 30). Your remittances may also be made in monthly or quarterly installments.

### Official Acknowledgement:

Once the remittance is received, AAA will promptly return an acknowledgement for each remittance (known as a Certificate of Contribution) to your company. It will list the name of the company remitting the funds, the company's tax ID number, the amount of the remittance and the date of the remittance (please remember that the payment must be made by the last day of the state fiscal year – June 30). You should retain the original Certificate of Contribution in your files. A copy should be provided to your landlord to indicate that you have earned the sales tax credit.

### Your Landlord Must Report the Earned Credit on Their Sales Tax Return:

After you receive a Certificate of Contribution, you may take the earned sales tax credit against the state sales tax on rent or license fees due to your landlord. The credit may only be taken against state sales tax owed on rent due **after** your remittance to AAA. The credit does not apply to discretionary sales surtax. When taking the tax credit against the state tax due, provide your landlord a copy of the FL DOR approval letter and the Certificate of Contribution issued by AAA so they may report it properly. Remember to retain the original letter and Certificate in your records.

### Unused Credits:

If you are unable to use the total amount of the available tax credit on a single rent or license fee due to an insufficient amount of tax due, you may take a credit against future rent or license fees due to the landlord for a period of up to 10 years.



AAA Scholarship Foundation Inc. (AAA Scholarships) has earned the Platinum Nonprofit Seal of Transparency, the highest level of recognition offered by Candid, the world's largest source of nonprofit information.

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A school tuition organization cannot award, restrict or reserve scholarships solely on the basis of a donor's recommendation. A taxpayer may not claim a tax credit if the taxpayer agrees to swap donations with another taxpayer to benefit either taxpayer's own dependent.