

SPO ALERT

Date: July 15, 2024
To: State Agencies
From: State Procurement Office - APP Team
Re: APP Tax Rate Updates

We'd like to let you know that the Tax Rates in APP have been updated to reflect the cities and towns' current tax rates as given by the Department of Revenue.

You may have faced invoice troubles when using an old tax rate that was set to Deleted. To avoid further complications with users wanting to utilize older tax rates for invoices, we have reverted any tax rates that were previously set to Deleted to Valid; nevertheless, any tax rate that is Out of Date will have a label that says "Old Tax Rate - DO NOT USE".

If you have a PO with an older tax rate, you can utilize an "Old Tax Rate - DO NOT USE" tax rate. However, please ensure that future purchase orders include updated tax rates moving forward!

For your reference, please see [DOR's current tax rate table](#) as of July 1, 2024.

If you have any questions or concerns, please contact us at spo@azdoa.gov.

Thank you all for your understanding.