

Frequently Asked Questions (FAQs) - Ground Transportation Tax (GTT)

1. How do I find my City of Chicago Tax Account Number? Your account number appears on all tax related correspondence from the Department of Finance including your registration confirmation, filing reminders, and notices. Your account must be registered for the Ground Transportation Tax and free of holds to register on the GTT platform.
2. What information do I need to complete registration?
 - City of Chicago Tax Account Number
 - Web Tax PIN
 - Method of payment: credit card or bank account number and routing number
3. How do I add vehicles to my account? If you are a City licensed operator, your vehicles will be uploaded to your account on August 1, 2018. There is no need to manually enter vehicle information during your initial registration.
4. Do I still have to make monthly payments on the 15th of every month? Yes. The tax will be automatically charged to your registered method of payment for days on which you depart from either airport with a passenger. However, you must remit the tax directly to the Department for any additional days the vehicle is used in the City to provide ground transportation.
5. Do I still have to file my return on August 15th every year? Yes. Even if your only City activity was airport related, you must still file a tax return to report your tax due and reconcile your payments.
6. If I have multiple Chicago Tax Accounts do I need unique email addresses? Yes
7. How do I find or reset my account PIN? If you have lost or forgotten your PIN, please email us at revenue@cityofchicago.org or call the Business Contact Center at 312-747-4747.
8. What are the tax rates as of 7/1/18?
 - Taxicabs: \$3.50 per taxable day
 - Vehicle capacity 10 or less: \$3.50 per taxable day
 - Vehicle capacity 11-24: \$6.00 per taxable day
 - Vehicle capacity 25 or more: \$9.00 per taxable day

If you need help with the registration process, please email us at revenue@cityofchicago.org or call our Business Contact Center at 312-747-4747 to schedule an appointment.