

7. TAX TYPE INFORMATION

a) OCCUPATIONAL PRIVILEGE TAX ACCOUNT (No License Fee)

THE CITY AND COUNTY OF DENVER IMPOSES AN OCCUPATIONAL PRIVILEGE TAX ON INDIVIDUALS WHO WORK WITHIN THE CITY LIMITS OF DENVER. THE EMPLOYEE NEED NOT LIVE IN DENVER AND THE BUSINESS NEED NOT BE BASED IN DENVER, THE PERSON NEED ONLY PERFORM SERVICES WITHIN THE CITY (REQUEST TPS003 FOR MORE INFORMATION).

DATE FIRST DOING BUSINESS IN DENVER: _____ TAX WILL BE FILED BY: SELF 3RD PARTY
 CONTACT PERSON _____ TITLE _____ BUSINESS PHONE _____
 MAILING ADDRESS _____ BUSINESS FAX _____
 CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

FILING FREQUENCY: OCCUPATIONAL TAX RETURNS ARE TO BE FILED
 MONTHLY (IF MORE THAN 10 EMPLOYEES) **QUARTERLY (IF 10 OR FEWER EMPLOYEES)**

b) CONSUMER USE TAX ACCOUNT (No License Fee)

IF YOU BUY TANGIBLE PERSONAL PROPERTY FOR OWN USE AND THE VENDOR DOES NOT COLLECT DENVER SALES TAX ON THE INVOICE, THE TAX DUE TO DENVER MUST BE REPORTED AND PAID TO DENVER. THIS INCLUDES PERSONAL PROPERTY ACQUIRED WITH THE PURCHASE OF A BUSINESS (REQUEST TPS002 FOR MORE INFORMATION).

DATE FIRST DOING BUSINESS IN DENVER: _____ TAX WILL BE FILED BY: SELF 3RD PARTY
 CONTACT PERSON _____ TITLE _____ BUSINESS PHONE _____
 MAILING ADDRESS _____ BUSINESS FAX _____
 CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

FILING FREQUENCY: DENVER TAX COLLECTED
 MONTHLY (\$300/MONTH OR MORE) **QUARTERLY (LESS THAN \$300 / MONTH)** **ANNUALLY (LESS THAN \$15 / MONTH)**

c) SALES TAX LICENSE

LICENSE IS REQUIRED IF YOU ARE A DENVER VENDOR. THE LICENSE AUTHORIZES YOU TO COLLECT AND REMIT SALES TAX YOU MAY OWE (REQUEST TPS001 FOR MORE INFORMATION). A TAX RETURN IS REQUIRED TO BE FILED BY THE 20TH DAY OF THE MONTH FOLLOWING THE END OF THE TAX PERIOD. THERE IS A PENALTY OF 15% OF THE TAX AMOUNT, OR \$25.00, WHICHEVER IS GREATER, PLUS INTEREST OF 1% PER MONTH FOR LATE PAYMENT OF TAXES. A TAX LICENSE IS NOT A LICENSE TO DO BUSINESS. ADDITIONAL BUSINESS LICENSES OR PERMITS MAY BE REQUIRED BY OTHER CITY DEPARTMENTS, EXCISE AND LICENSES DEPARTMENT (720-865-2740) CAN PROVIDE INFORMATION FOR BUSINESS LICENSES.

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 MAILING ADDRESS _____ BUSINESS FAX _____
 CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

FILING FREQUENCY: DENVER TAX COLLECTED
 MONTHLY (\$300/MONTH OR MORE) **QUARTERLY (LESS THAN \$300 / MONTH)** **ANNUALLY (LESS THAN \$15 / MONTH)**

d) RETAILER'S USE TAX LICENSE

BUSINESSES LOCATED OUTSIDE OF DENVER MAY BE REQUIRED TO COLLECT RETAILER'S USE TAX (TAX ON DELIVERIES INTO DENVER AT THE SALES TAX RATE). IF REQUIRED TO COLLECT THE TAX, YOU MUST APPLY FOR A LICENSE.

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 CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

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 MONTHLY (\$300/MONTH OR MORE) **QUARTERLY (LESS THAN \$300 / MONTH)** **ANNUALLY (LESS THAN \$15 / MONTH)**

e) LODGER'S TAX LICENSE

LICENSE IS REQUIRED, IF YOU FURNISH ROOMS OR ACCOMMODATIONS IN THE CITY OF DENVER FOR A PERIOD OF LESS THAN 30 CONSECUTIVE DAYS. A FEE IS REQUIRED, IF THE APPLICATION IS NOT COMBINED WITH A SALES TAX APPLICATION.

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 CONTACT PERSON _____ TITLE _____ BUSINESS PHONE _____
 MAILING ADDRESS _____ BUSINESS FAX _____
 CITY _____ STATE _____ ZIP CODE _____ EMAIL _____

FILING FREQUENCY: DENVER TAX COLLECTED
 MONTHLY (\$300/MONTH OR MORE) **QUARTERLY (LESS THAN \$300 / MONTH)** **ANNUALLY (LESS THAN \$15 / MONTH)**

8. LICENSE FEES AND RENEWAL PERIOD

LICENSES WILL BE ISSUED FOR A TWO-YEAR PERIOD, RENEWABLE ON A BIENNIAL BASIS BY JANUARY 1. IT IS THE DUTY OF EACH LICENSEE ON OR BEFORE JANUARY 1 OF EVEN-NUMBERED YEARS FOLLOWING THE YEAR IN WHICH THEIR LICENSE IS ISSUED, OR RENEWED TO COMPLETE A RENEWAL FORM IF THEY REMAIN IN RETAIL BUSINESS. LICENSE FEES RECOVER THE ADMINISTRATIVE COST OF ESTABLISHING AND MAINTAINING TAX ACCOUNTS AND ARE NON-REFUNDABLE.

9. LICENSE FEE PRORATION SCHEDULE

TAX LICENSE TYPES	PRO-RATED FEES IF BUSINESS BEGINS				MAKE CHECKS PAYABLE TO "MANAGER OF FINANCE" (see mailing address on 1 st page) LICENSE FEE REMITTED:
	Jan. 1, 2008 to June 30, 2008	July 1, 2008 to Dec. 31, 2008	Jan. 1, 2009 to June 30, 2009	July 1, 2009 to Dec. 31, 2009	
CIRCLE ONE ONLY					
SALES TAX	\$20.00	\$15.00	\$10.00	\$5.00	\$ _____
SALES & LODGER'S TAX	\$20.00	\$15.00	\$10.00	\$5.00	
LODGER'S TAX	\$20.00	\$15.00	\$10.00	\$5.00	
RETAILER'S USE TAX	\$20.00	\$15.00	\$10.00	\$5.00	

I HEREBY CERTIFY UNDER PENALTY OF PERJURY, THAT THE STATEMENTS MADE HEREIN ARE TO THE BEST OF MY KNOWLEDGE TRUE, CORRECT AND COMPLETE.

SIGNATURE OF APPLICANT _____ TITLE _____ DATE _____