
Registering a New Business through Denver's eBiz Tax Center

Step-by-step instructions

Denver Treasury Division

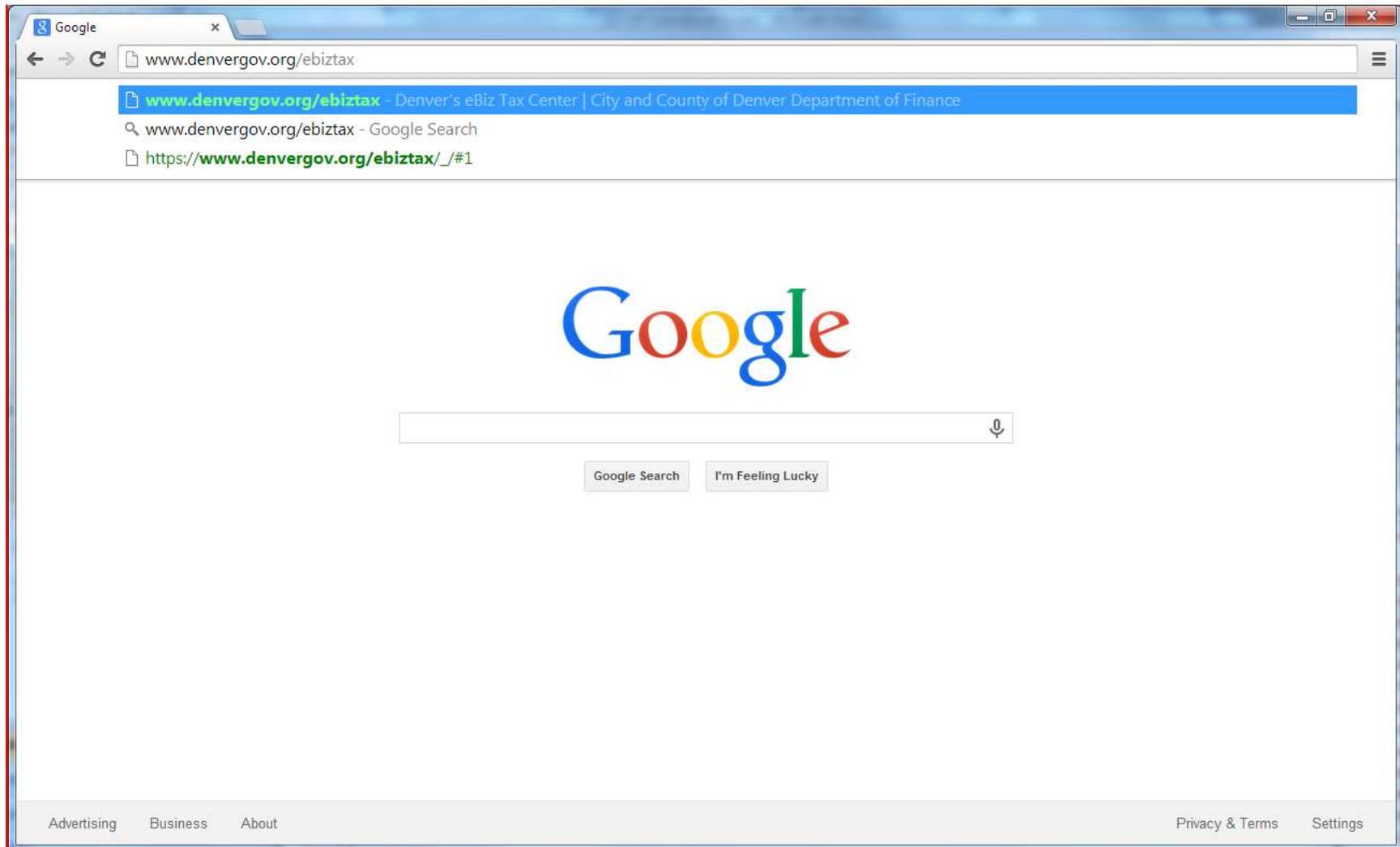
This handout gives step-by-step instructions on how to register your business, apply for business excise taxes and create an eBiz Tax profile.

If you need to register a new business with Denver follow these instructions.

If your business is already licensed and filing Denver business taxes please see the step-by-step instructions for gaining online access/creating a user profile.

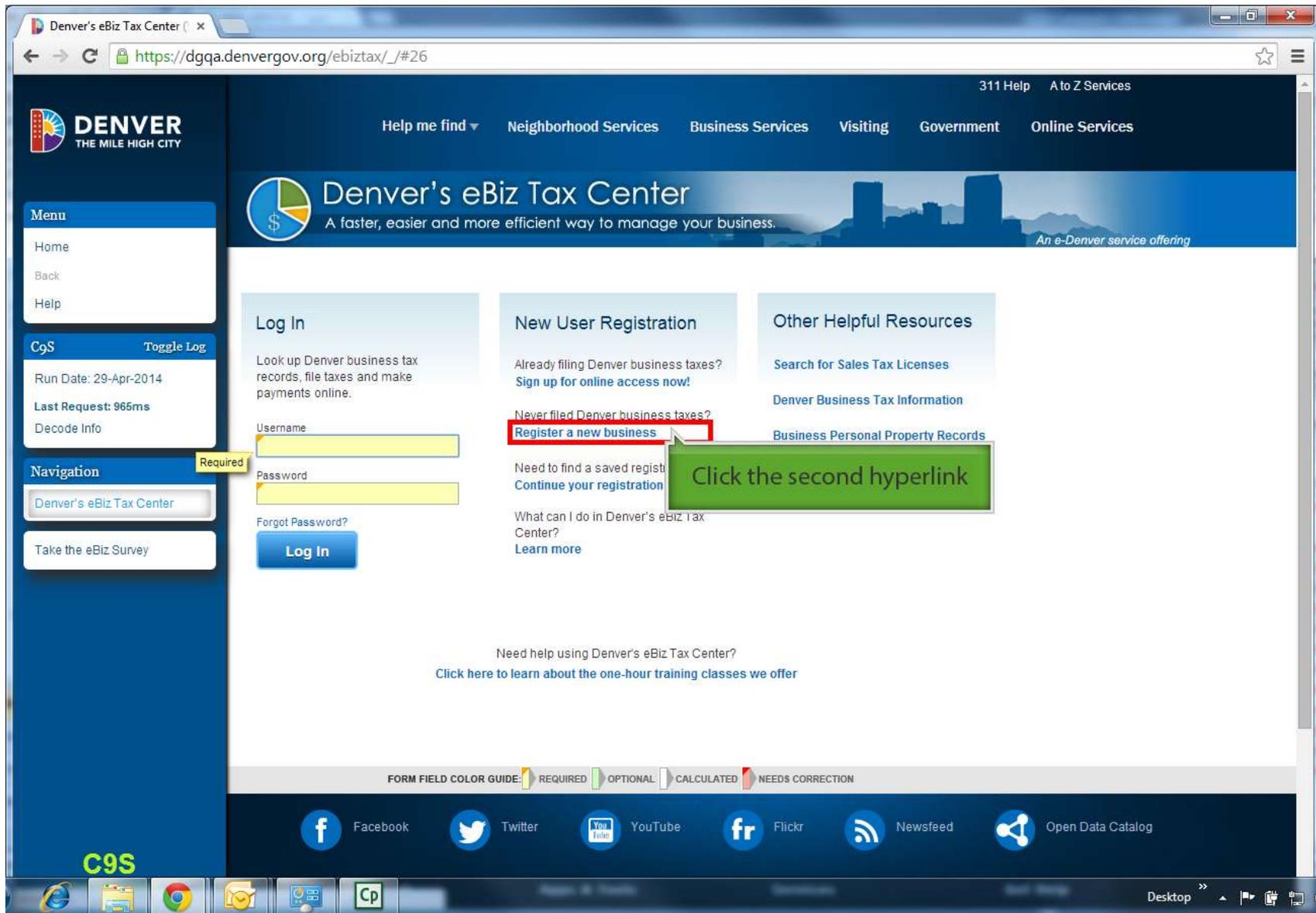
Step 1: Navigate to the eBiz Tax Center login page

To begin, navigate to the eBiz Tax log in page by typing **www.denvergov.org/ebiztax** into your internet browser.



Step 2: Click the 'Register a new business!' hyperlink

This is the eBiz Tax log in page. In the center panel under "New User Registration," click the hyperlink, **Sign up for online access now!**



There are eight steps to register a new business in eBiz Tax. The eBiz application will track your progress through the eight steps and display your progress along the top of the screen.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page header includes "DENVER THE MILE HIGH CITY" and navigation links like "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". A progress bar at the top of the main content area shows "Step 1" selected and highlighted with a red box, with "Previous" and "Next" buttons on either side. A green callout box with white text says: "Steps are tracked here. There are 8 steps total to register your new business". Below the progress bar is a section titled "DENVER'S EBIZ TAX CENTER LOGIN" with a form for creating a login profile. The form includes fields for Username, Confirm Username, Email, Confirm Email, Choose Password, Confirm Password, Select Secret Question, Secret Answer, and Confirm Answer. A note below the password fields states: "Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long." Below the login section is a section titled "USER INFORMATION" with fields for Name, Primary Phone Type, Primary Phone, and Alternate Phone Type. The browser's taskbar at the bottom shows the Windows Start button, several application icons, and the system tray with the date and time.

Use the **Previous** and **Next** buttons to navigate backwards and forwards through steps during the registration process – **DO NOT USE THE BACK AND FORWARD BUTTONS ON YOUR INTERNET BROWSER!** Also be aware that as you complete the registration you cannot move ahead to a successive step unless you have entered all required information on the page you're on.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL "https://dgqa.denvergov.org/ebiztax/_/#27". The browser's back and forward buttons are crossed out with a red 'X'. A green callout box with a red arrow pointing to the browser buttons contains the text: "Do not use your back and forward buttons on your internet browser".

The website header includes navigation links for "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". A "Tax Center" banner features the text "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left side, there is a "Menu" with "Home", "Back", and "Help" options. Below it is a "C9S" section with "Toggle Log", "Run Date: 29-Apr-2014", "Last Request: 737ms", and "Decode Info". A "Navigation" section lists "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area displays a message: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this is a progress indicator showing "Step 1" with "Previous" and "Next" buttons highlighted in red. A "Cancel" button is also present. A second green callout box with a red arrow pointing to the "Previous" and "Next" buttons says: "Use the Previous and Next buttons to navigate between pages".

The registration form includes fields for "Email", "Confirm Email", "Choose Password", "Confirm Password", "Select Secret Question", "Secret Answer", and "Confirm Answer". A note specifies: "Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long." Below the form is a "USER INFORMATION" section with fields for "Name", "Primary Phone Type", "Primary Phone", and "Alternate Phone Type".

The bottom of the browser window shows a Windows taskbar with icons for Internet Explorer, Firefox, Chrome, and other applications, along with the system tray showing "Desktop" and system icons.

Step 3: Login – Type your chosen username

On this screen you will create your login profile and contact information for this profile. Additional users can be added after your eBiz Tax login has been created. Start by typing the username you would like to use to log into eBiz Tax in the first field.

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu

- Home
- Back
- Help

C9S Toggle Log

Run Date: 29-Apr-2014

Last Request: 51ms

Decode Info

Navigation

- Denver's eBiz Tax Center
- Request New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username Required ⓘ You will use this to log in to Denver's eBiz Tax Center.

Confirm Username

Email

Confirm Email

Choose Password ⓘ

Confirm Password

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question ⓘ

Secret Answer

Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name

Primary Phone Type

Primary Phone

Alternate Phone Type

Click the ⓘ for more information on what your username is

C9S

Desktop

Denver's eBiz Tax Center

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Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username ⓘ

Confirm Username

Email

Confirm Email

Choose Password ⓘ

Confirm Password

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question ⓘ

Secret Answer

Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name

Primary Phone Type

Primary Phone

Alternate Phone Type

Type the username of your choice into the first field

Press the Tab key to move to the next field

C9S

Desktop

Step 4: Login – Retype your chosen username

Retype your chosen username in the second field to confirm it was entered correctly.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 29-Apr-2014
Last Request: 849ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username JDOE ⓘ
Confirm Username JDOE ⓘ
Email
Confirm Email
Choose Password
Confirm Password
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.
Select Secret Question ⓘ
Secret Answer
Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name
Primary Phone Type
Primary Phone
Alternate Phone Type

Retype your chosen username into the second field as a confirmation

Press the Tab key to move to the next field

C9S

Desktop

Step 5: Login – Type your email address

Enter the email you want associated with your login in the next field.

Denver's eBiz Tax Center (x)

https://dgqa.denvergov.org/ebiztax/_/#27

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu

- Home
- Back
- Help

C9S Toggle Log

Run Date: 29-Apr-2014

Last Request: 60ms

Decode Info

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username ⓘ

Confirm Username

Email ⓘ

Confirm Email Required

Choose Password ⓘ

Confirm Password

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question ⓘ

Secret Answer

Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name

Primary Phone Type

Primary Phone

Alternate Phone Type

Type the email you want associated with your login into the next field

Press the Tab key to move to the next field

C9S

Desktop

Step 6: Login – Retype your email address

Retype your email in the following field to confirm it was entered correctly.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page header includes the Denver logo and navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". The main heading is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

A green banner contains the text: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are "Previous", "Step 1", "Next", and "Cancel" buttons.

The "DENVER'S EBIZ TAX CENTER LOGIN" section contains the following fields:

- Username:
- Confirm Username:
- Email:
- Confirm Email: (highlighted with a red box)
- Choose Password:
- Confirm Password:
- Select Secret Question:
- Secret Answer:
- Confirm Answer:

Below the password fields is a note: "Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long." The "USER INFORMATION" section includes fields for Name, Primary Phone Type, Primary Phone, and Alternate Phone Type.

Two green callout boxes provide instructions: "Retype your email into the second field as a confirmation" and "Press the Tab key to move to the next field".

The desktop taskbar at the bottom shows icons for Internet Explorer, Firefox, Chrome, and other applications, with the system tray displaying "Desktop" and system icons.

Step 7: Login – Type your chosen password

Enter a password of your choice that you will use to log into eBiz. It must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters.

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Denver's eBiz Tax Center
A faster, easier and more efficient way to manage your business.
An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ

Confirm Username: JDOE

Email: WORLDCLASSCITYLLC@GMAIL.COM

Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM

Choose Password: ⓘ **Required**

Confirm Password: ⓘ

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: ⓘ

Secret Answer: ⓘ

Confirm Answer: ⓘ

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: ⓘ

Primary Phone Type: ⓘ

Primary Phone: ⓘ

Alternate Phone Type: ⓘ

You will use your password to log in to Denver's eBiz Tax Center.

Click the ⓘ for more information on what your password is

C9S

Desktop

Denver's eBiz Tax Center

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Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ

Confirm Username: JDOE

Email: WORLDCLASSCITYLLC@GMAIL.COM

Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM

Choose Password: ⓘ

Confirm Password:

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: ⓘ

Secret Answer: _____

Confirm Answer: _____

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: _____

Primary Phone Type: _____

Primary Phone: _____

Alternate Phone Type: _____

Type the password of your choice into the next field

Press the Tab key to move to the next field

Denver's eBiz Tax Center

Menu

- Home
- Back
- Help

C9S Toggle Log

Run Date: 29-Apr-2014

Last Request: 56ms

Decode Info

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

C9S

Desktop

Step 8: Login – Retype your chosen password

Retype your password in the following field to confirm it was entered correctly.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 29-Apr-2014
Last Request: 63ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username JDOE ⓘ
Confirm Username JDOE
Email WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email WORLDCLASSCITYLLC@GMAIL.COM
Choose Password ⓘ
Confirm Password
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question
Secret Answer
Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name
Primary Phone Type
Primary Phone
Alternate Phone Type

C9S

Desktop

Step 9: Login – Select your secret question

Using the dropdown arrow, select a secret question. In case you forget your password, you will be asked to answer this question.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page is titled "Denver's eBiz Tax Center" and features a navigation menu with options like "Home", "Back", and "Help". A sidebar on the left contains a "Menu" and "C9S" information. The main content area is titled "DENVER'S EBIZ TAX CENTER LOGIN" and includes a form for creating a login profile. The form fields are: Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), and Confirm Password (masked with dots). A note below the password fields states: "Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long." The "Select Secret Question" field is highlighted with a red box, and a tooltip is displayed over it with the text: "In case you forget your password, select a question and answer only you will know and remember." A green callout box at the bottom left of the form area says: "Click the [info icon] for more information on what your secret question is and how it's used". The browser's taskbar at the bottom shows various application icons and the system tray.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 29-Apr-2014
Last Request: 63ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

Denver's eBiz Tax Center
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An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: ⓘ
Secret Answer: ⓘ
Confirm Answer: ⓘ

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: ⓘ
Primary Phone Type: ⓘ
Primary Phone: ⓘ
Alternate Phone Type: ⓘ

C9S

Desktop

Use your mouse to select the dropdown arrow

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

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DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 29-Apr-2014
Last Request: 50ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

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Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username JDOE ⓘ
Confirm Username JDOE
Email
Confirm Email
Choose Password
Confirm Password
Select Secret Question ⓘ
Secret Answer Required
Confirm Answer

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name
Primary Phone Type
Primary Phone
Alternate Phone Type

What city was your first job located in?
What is your father's middle name?
What is your favorite book?
What is your favorite movie?
What is your mother's middle name?
What was your high school mascot?

Make a selection using your mouse

C9S

Desktop

Step 10: Login – Type your answer to your secret question

In the next field, enter your answer to the secret question you selected.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page is titled "Denver's eBiz Tax Center" and features a navigation menu with options like "Home", "Back", and "Help". A sidebar on the left contains a "Menu" and "C9S" information. The main content area is titled "DENVER'S EBIZ TAX CENTER LOGIN" and includes a form for creating a login profile. The form fields are: Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), Confirm Password (masked with dots), Select Secret Question (What city was your first job located in?), Secret Answer (DENVER), and Confirm Answer (Required). A red box highlights the "Secret Answer" field. Below the form, there are two green callout boxes: "Type the answer to your secret question" and "Press the Tab key to move to the next field". The page also includes a "C9S" logo in the bottom left and a "Desktop" label in the bottom right.

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ

Confirm Username: JDOE

Email: WORLDCLASSCITYLLC@GMAIL.COM

Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM

Choose Password: ⓘ

Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: What city was your first job located in? ⓘ

Secret Answer: DENVER

Confirm Answer: Required

USER INFORMATION

Enter your contact information. This will only be used for correspondences related to your business.

Name: _____

Primary Phone Type: _____ ▾

Primary Phone: _____

Alternate Phone Type: _____ ▾

Type the answer to your secret question

Press the Tab key to move to the next field

C9S

Desktop

Step 11: Login – Retype your answer to your secret question

Retype your answer in the following field to confirm it was entered correctly.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

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DENVER
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Denver's eBiz Tax Center
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An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: What city was your first job located in? ⓘ
Secret Answer: DENVER
Confirm Answer: DENVER ⓘ

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: _____
Primary Phone Type: _____
Primary Phone: _____
Alternate Phone Type: _____

C9S

Desktop

Step 12: User Information – Type your name

In this field you will enter your name.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL "https://dgqa.denvergov.org/ebiztax/_/#27". The page is divided into a left sidebar and a main content area. The sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log" and status information (Run Date: 29-Apr-2014, Last Request: 58ms, Decode Info); and a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration". The main content area has a header with a help message and navigation buttons (Previous, Step 1, Next, Cancel). Below this is the "DENVER'S EBIZ TAX CENTER LOGIN" section, which includes fields for Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), Confirm Password (masked with dots), and a Secret Question (What city was your first job located in?) with the answer DENVER. The "USER INFORMATION" section follows, with a "Name" field containing "JANE DOE" highlighted by a red box. Other fields include Primary Phone Type, Primary Phone, Alternate Phone Type, Alternate Phone, and How did you hear about Denver's eBiz Tax Center?. A "FORM FIELD COLOR GUIDE" at the bottom indicates that yellow fields are required, green are optional, grey are calculated, and red are in need of correction. Two callout boxes provide instructions: "Type your name into this field" and "Press the Tab key to move to the next field".

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#27

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE

Confirm Username: JDOE

Email: WORLDCLASSCITYLLC@GMAIL.COM

Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM

Choose Password:

Confirm Password:

Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: What city was your first job located in?

Secret Answer: DENVER

Confirm Answer: DENVER

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: JANE DOE

Primary Phone Type: Required

Primary Phone:

Alternate Phone Type:

Alternate Phone:

How did you hear about Denver's eBiz Tax Center?

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

C9S

Desktop

Step 13: User Information – Select your primary phone number type

Using the dropdown arrow, select a phone type your primary phone number, which you will enter in the next field.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL "https://dgqa.denvergov.org/ebiztax/_/#27". The page is divided into a left sidebar and a main content area. The sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log" and status information (Run Date: 29-Apr-2014, Last Request: 58ms, Decode Info); and a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration". The main content area has a header with a help message and navigation buttons for "Previous", "Step 1", "Next", and "Cancel". Below this is the "DENVER'S EBIZ TAX CENTER LOGIN" section, which includes fields for Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), Confirm Password (masked with dots), and a Secret Question (What city was your first job located in?) with a Secret Answer (DENVER) and Confirm Answer (DENVER). The "USER INFORMATION" section follows, with a "Name" field containing "JANE DOE" and a "Primary Phone Type" dropdown menu highlighted with a red box. A green callout box with the text "Use your mouse to select the dropdown arrow" points to the dropdown arrow. Other fields include "Primary Phone", "Alternate Phone Type", "Alternate Phone", and "How did you hear about Denver's eBiz Tax Center?". At the bottom, a "FORM FIELD COLOR GUIDE" indicates that yellow fields are required, green are optional, grey are calculated, and red are in need of correction. The Windows taskbar at the bottom shows various application icons and the system tray.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper

Select Secret Question: Business Phone ⓘ
Secret Answer: Cell Other
Confirm Answer: Cell Phone
Fax - Business
Fax - Home
Home Phone
Pager
Toll Free

USER INFORMATION

Enter your contact information. relating to your login profile.

Name
Primary Phone Type: [Dropdown] ⓘ
Primary Phone: Required [Text Field] ⓘ
Alternate Phone Type: [Dropdown] ⓘ
Alternate Phone: [Text Field] ⓘ
How did you hear about Denver's eBiz Tax Center?: [Dropdown] ⓘ

Make a selection using your mouse

FORM FIELD COLOR GUIDE: [Yellow] REQUIRED [Green] OPTIONAL [Grey] CALCULATED [Red] NEEDS CORRECTION

Denver's eBiz Tax Center
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 29-Apr-2014
Last Request: 649ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

C9S

Desktop

Step 14: User Information – Type your primary phone number

Next, type your primary phone number.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL "https://dgqa.denvergov.org/ebiztax/_/#27". The page is divided into a left sidebar and a main content area. The sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log" and status information (Run Date: 29-Apr-2014, Last Request: 69ms, Decode Info); and a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration". The main content area has a header with a help message and navigation buttons for "Previous", "Step 1", "Next", and "Cancel". Below this is the "DENVER'S EBIZ TAX CENTER LOGIN" section, which includes fields for Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), Confirm Password (masked with dots), and a Secret Question (What city was your first job located in?) with the answer DENVER. The "USER INFORMATION" section follows, with fields for Name (JANE DOE), Primary Phone Type (Business Phone), Primary Phone ((720) 913-9400), and How did you hear about Denver's eBiz Tax Center?. A red box highlights the Primary Phone field, and a green callout bubble points to it with the text "Type the phone number into the next field". A "FORM FIELD COLOR GUIDE" at the bottom indicates that the Primary Phone field is required.

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.
Select Secret Question: What city was your first job located in? ⓘ
Secret Answer: DENVER
Confirm Answer: DENVER

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: JANE DOE
Primary Phone Type: Business Phone
Primary Phone: (720) 913-9400
Alter: Required ⓘ
Alter: Format: () - - -
How did you hear about Denver's eBiz Tax Center? ⓘ

Type the phone number into the next field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Step 15: User Information – Select your alternate phone number type

Using the dropdown arrow select a phone type for your alternate phone number, if applicable, which you will enter in the next field.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page is divided into a left sidebar and a main content area. The sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log" and status information (Run Date: 29-Apr-2014, Last Request: 69ms, Decode Info); and a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration". The main content area has a header with a help message and navigation buttons for "Previous", "Step 1", "Next", and "Cancel". Below this is the "DENVER'S EBIZ TAX CENTER LOGIN" section, which includes fields for Username (JDOE), Confirm Username (JDOE), Email (WORLDCLASSCITYLLC@GMAIL.COM), Confirm Email (WORLDCLASSCITYLLC@GMAIL.COM), Choose Password (masked with dots), Confirm Password (masked with dots), and a Secret Question (What city was your first job located in?) with a Secret Answer (DENVER) and Confirm Answer (DENVER). The "USER INFORMATION" section follows, with fields for Name (JANE DOE), Primary Phone Type (Business Phone), Primary Phone ((720) 913-9400), and an "Alter" dropdown menu. A red box highlights the dropdown arrow of the "Alter" field, and a green callout box with the text "Use your mouse to select the dropdown arrow" points to it. A yellow tooltip also points to the "Alter" field, indicating it is "Required" and has a "Format: () _ - _" pattern. At the bottom, a "FORM FIELD COLOR GUIDE" shows indicators for REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). The Windows taskbar at the bottom shows the C9S logo and various application icons.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#27

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 1 Next Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: ⓘ
Secret Answer: [Redacted]
Confirm Answer: [Redacted]

USER INFORMATION

Enter your contact information.

Name: [Redacted]
Primary Phone Type: [Redacted]
Primary Phone: [Redacted]
Alternate Phone Type: [Redacted]
Alternate Phone: [Redacted]
How did you hear about Denver's eBiz Tax Center: [Redacted] ⓘ

Make a selection using your mouse

FORM FIELD COLOR GUIDE: [Redacted] REQUIRED [Green] OPTIONAL [Grey] CALCULATED [Red] NEEDS CORRECTION

C9S

Desktop

Step 16: User Information – Type your alternate phone number

Next, type your alternate phone number.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page is divided into a left sidebar and a main content area.

Left Sidebar:

- Menu:** Home, Back, Help
- C9S Toggle Log:** Run Date: 29-Apr-2014, Last Request: 58ms, Decode Info
- Navigation:** Denver's eBiz Tax Center, Request: New Taxpayer Registration

Main Content Area:

At the top, a green message box states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are "Previous", "Step 1", "Next", and "Cancel" buttons.

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Fields for login profile creation:

- Username: JDOE
- Confirm Username: JDOE
- Email: WORLDCLASSCITYLLC@GMAIL.COM
- Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
- Choose Password: [Redacted]
- Confirm Password: [Redacted]
- Select Secret Question: What city was your first job located in?
- Secret Answer: DENVER
- Confirm Answer: DENVER

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Fields for user information:

- Name: JANE DOE
- Primary Phone Type: Business Phone
- Primary Phone: (720) 913-9400
- Alternate Phone Type: Cell Phone
- Alternate Phone: (720) 913-1311 (highlighted with a red box)
- How: Required
- Deny: [Redacted]

A yellow tooltip box next to the "How" dropdown shows "Required" and "Format: () _ - _". A green callout box with a white border points to the alternate phone number field, containing the text: "Type the phone number into this field".

FORM FIELD COLOR GUIDE: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), NEEDS CORRECTION (red)

Bottom of Page: C9S logo, Windows taskbar with icons for Internet Explorer, Firefox, Chrome, Mail, and a folder, and system tray showing "Desktop" and system icons.

Step 17: User Information – Tell us how you heard about Denver’s eBiz Tax Center?

Select how you heard about eBiz Tax from the dropdown menu or by clicking one of the hyperlinks.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#27. The page is titled "DENVER'S EBIZ TAX CENTER LOGIN" and "USER INFORMATION".

Navigation: Previous, Step 1, Next, Cancel

Message: If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

LOGIN SECTION:

Create your login profile. You will use this to file returns and make payments online. Once your application is approved, you will be notified via email.

Username: JDOE ⓘ
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password: ⓘ
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.
Select Secret Question: What city was your first job located in? ⓘ
Secret Answer: DENVER
Confirm Answer: DENVER

USER INFORMATION SECTION:

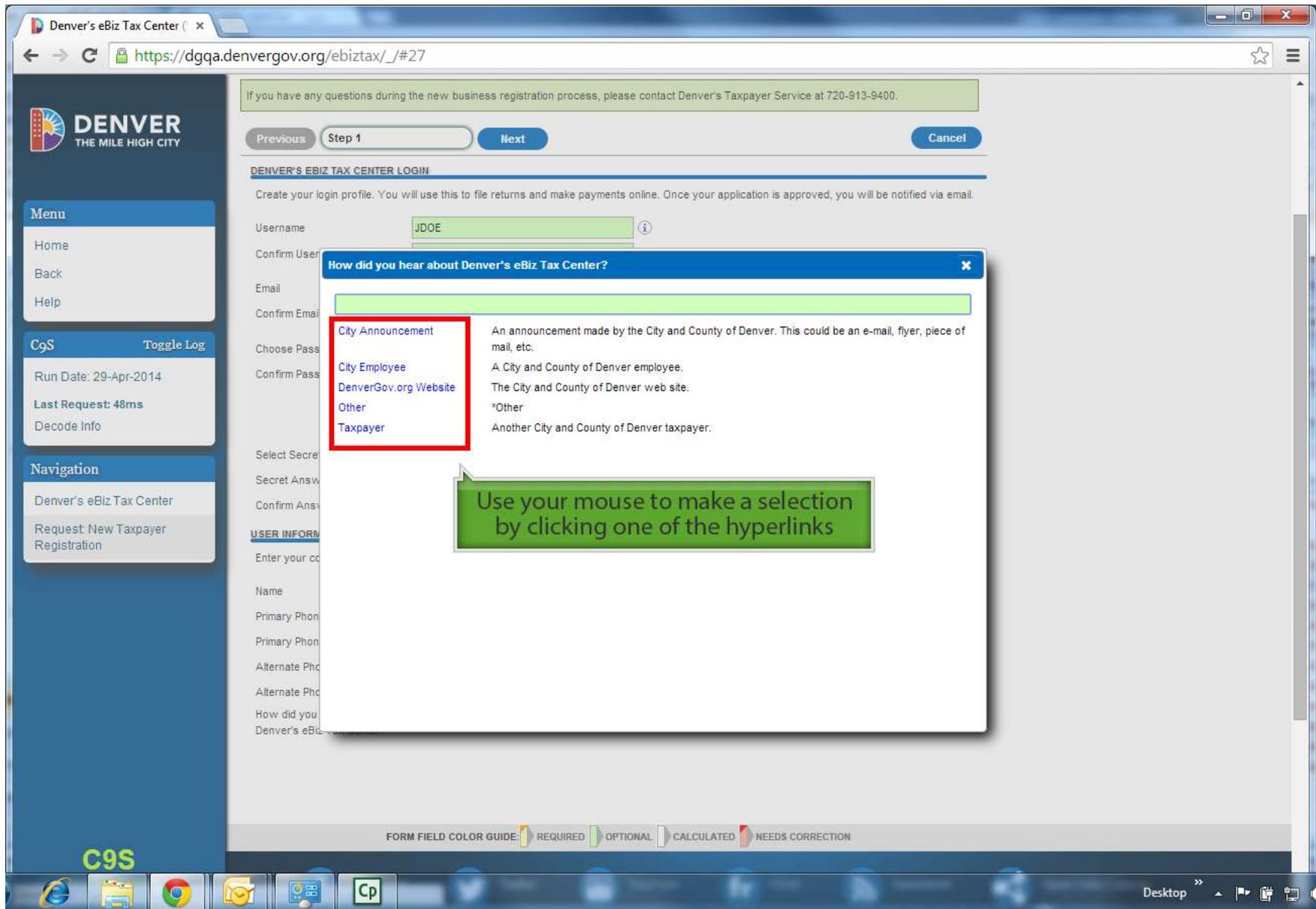
Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: [Text Field]
Primary Phone Type: City Announcement
Primary Phone: [Text Field]
Alternate Phone Type: City Employee
Alternate Phone: [Text Field]
DenverGov.org Website: [Text Field]
Other: [Text Field]
Taxpayer: [Text Field]
How did you hear about Denver's eBiz Tax Center: [Dropdown Menu] ⓘ
Required

Callout Box: Use your mouse to select the dropdown arrow or click the ⓘ for more information on the choices listed

FORM FIELD COLOR GUIDE: REQUIRED (Yellow), OPTIONAL (Green), CALCULATED (Grey), NEEDS CORRECTION (Red)

Footer: C9S, Desktop



Step 18: User Information – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#27

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous **Step 1** **Next** Cancel

DENVER'S EBIZ TAX CENTER LOGIN

Create your login profile. You will use this to file returns and mail notices via email.

Username: JDOE
Confirm Username: JDOE
Email: WORLDCLASSCITYLLC@GMAIL.COM
Confirm Email: WORLDCLASSCITYLLC@GMAIL.COM
Choose Password:
Confirm Password:
Must have at least 1 number, 1 letter, 1 upper case letter and be 8-16 characters long.

Select Secret Question: What city was your first job located in?
Secret Answer: DENVER
Confirm Answer: DENVER

USER INFORMATION

Enter your contact information. This will only be used for correspondences relating to your login profile.

Name: JANE DOE
Primary Phone Type: Business Phone
Primary Phone: (720) 913-9400
Alternate Phone Type: Cell Phone
Alternate Phone: (720) 913-1311
How did you hear about Denver's eBiz Tax Center? DenverGov.org Website

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

C9S

Desktop

Step 19: Business Information – Select organization type

On this page you will enter information about the business you are registering. Start by selecting the organization type.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 30-Apr-2014
Last Request: 771ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: ▾

Has this business been licensed or registered in Denver u **Required** ▾
ownership in the past?

Legal Name ⓘ

Trade Name ⓘ

Last Name First Name Middle Initial

FEIN State Sales Tax #

FORM FIELD COLOR GUIDE: **REQUIRED** OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Use your mouse to select the dropdown arrow

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#2

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 07-May-2014
Last Request: 114ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request New Taxpayer Registration

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: Required

Has this business been licensed or registered in Denver under your ownership in the past?

Legal Name

Trade Name

Last Name First Name

FEIN State Sales Tax #

- Corporation
- Government
- LLC
- Non-Profit
- Partnership
- Sole Proprietor

Make a selection using your mouse

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

4:51 P 5/7/20

Please note that for all organization types other than sole proprietor, you must enter the legal name of the business you are registering. If you choose **sole proprietor** as the organization type then you must enter the first and last name of the sole proprietor into the required fields.

Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: **Sole Proprietor**

Has this business been licensed or registered in Denver under your ownership in the past? **Required**

Legal Name

Trade Name

Last Name First Name Middle Initial

FEIN State Sales Tax #

FORM FIELD COLOR GUIDE: REQUIRED (yellow) OPTIONAL (green) CALCULATED (grey) NEEDS CORRECTION (red)

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Step 20: Business Information – Prior Denver licenses

Next select 'yes' or 'no' using the dropdown arrow regarding if the business has been licensed or registered in Denver in the past.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#7. The page header includes the Denver logo and navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". The main heading is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

A green notification box states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are navigation buttons: "Previous", "Step 2", "Next", "Save and Finish Later", and "Cancel".

The "BUSINESS INFORMATION" section contains the following fields:

- "Select the Business Organization Type:" with a dropdown menu showing "LLC".
- "Has this business been licensed or registered in Denver under your ownership in the past?" with a dropdown menu (highlighted with a red box) and a "Required" label.
- "Legal Name" (yellow field)
- "Trade Name" (green field)
- "Last Name", "First Name", and "Middle Initial" (green fields)
- "FEIN" and "State Sales Tax #" (green fields)

A green callout box with a white border points to the dropdown arrow of the second field, containing the text: "Use your mouse to select the dropdown arrow".

At the bottom, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog are also present.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Denver's eBiz Tax Center
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An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Required

Legal Name: [Field] ⓘ

Trade Name: [Field]

Last Name: [Field] First Name: [Field] Yes No ⓘ

FEIN: [Field] State Sales Tax #: [Field]

Make a selection using your mouse

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Step 21: Business Information – Type prior license number

If you selected 'yes' another field will appear below requesting the former account number. Type the account number into this field if it is known.

Denver's eBiz Tax Center

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Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known): 123456789

Legal Name: [Required] []

Last Name: [] First Name: [] Middle Initial: []

FEIN: [] State Sales Tax #: []

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Type your old account number in the next field

Press the Tab key to move to the next field

Step 22: Business Information – Type legal name for business

If you selected any organization type other than sole proprietor, type the legal name of your business into the next field.

Denver's eBiz Tax Center (x)

https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu

- Home
- Back
- Help

C9S Toggle Log

Run Date: 30-Apr-2014

Last Request: 118ms

Decode Info

Navigation

- Denver's eBiz Tax Center
- Request New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known) 123456789

Legal Name ⓘ The legal name of a business is the name under which the business conducts its operations.

Required ⓘ

Last Name

FEIN

Click the ⓘ for more information on what the legal name of your business is

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services
Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
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C9S Toggle Log
Run Date: 30-Apr-2014
Last Request: 118ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC
Has this business been licensed or registered in Denver under your ownership in the past? Yes
If yes, please enter your old account number (if known): 123456789

Legal Name: WORLD CLASS CITY LLC
Required
Last Name: First Name: Middle Initial: FEIN: State Sales Tax #:

Type the legal name of your business in this field

Press the Tab key to move to the next field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Step 23: Business Information – Type trade name for business

If you selected any organization type other than sole proprietor, type the trade name of your business into the next field. Proceed to step 27 of this guide.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 30-Apr-2014
Last Request: 30ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request New Taxpayer Registration

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known): 123456789

Legal Name: WORLD CLASS CITY LLC

Trade Name: [Redacted]

Last Name: [Redacted] First Name: [Redacted] Middle Initial: [Redacted]

FEIN: [Redacted]

Click the ⓘ for more information on what the trade name of your business is

A trade name, also known as a trading name or a business name, is the name which a business trades under for commercial purposes.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

311 Help A to Z Services

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Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known): 123456789

Legal Name: WORLD CLASS CITY LLC ⓘ

Trade Name: WORLD CLASS CITY ⓘ

Last Name: First Name: Middle Initial:

FEIN: State Sales Tax #:

Type the trade name of your business in this field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Step 24: Business Information – Type last name for sole proprietor

If you selected sole proprietor as the organization type you will be required to type the last name of the sole proprietor in this field.

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: Sole Proprietor

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known) 123456789

Legal Name

Trade Name

Last Name: DOE First Name Middle Initial

FEIN Tax #

Type the sole proprietor's last name in this field

Press the Tab key to move to the next field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

5:02 P 5/7/20

Step 25: Business Information – Type first name of sole proprietor

If you selected sole proprietor as the organization type you will be required to type the first name of the sole proprietor in this field.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#2

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu
Home
Back
Help

C9S Toggle Log
Run Date: 07-May-2014
Last Request: 866ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request New Taxpayer Registration

Denver's eBiz Tax Center
A faster, easier and more efficient way to manage your business.
An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: Sole Proprietor

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known) 123456789

Legal Name

Trade Name

Last Name: DOE First Name: JANE Middle Initial:

FEIN: State Sales Tax #:

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop 5:02 P 5/7/20

Step 26: Business Information – Type middle initial of sole proprietor

If you selected sole proprietor as the organization type, enter the middle initial of the sole proprietor in this field.

Denver's eBiz Tax Center

311 Help A to Z Services

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Denver's eBiz Tax Center
A faster, easier and more efficient way to manage your business.
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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: Sole Proprietor

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known): 123456789

Legal Name: [] ⓘ

Trade Name: [] ⓘ

Last Name: DOE First Name: JANE Middle Initial: A

FEIN: [] State Sales Tax #: []

Type the sole proprietor's middle initial in this field

Press the Tab key to move to the next field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

C9S

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Desktop 5:02 P 5/7/20

Step 27: Business Information – Type FEIN # for business

Type the FEIN number for your business into the next field.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#2

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
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Menu
Home
Back
Help

C9S Toggle Log
Run Date: 07-May-2014
Last Request: 71ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request New Taxpayer Registration

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 2 Next Save and Finish Later Cancel

BUSINESS INFORMATION

Select the Business Organization Type: LLC

Has this business been licensed or registered in Denver under your ownership in the past? Yes

If yes, please enter your old account number (if known) 123456789

Legal Name: WORLD CLASS CITY LLC ⓘ

Trade Name: WORLD CLASS CITY ⓘ

Last Name: First Name: Middle Initial:

FEIN: 11-1111100 State Sales Tax #: Format: _-_-

Type the FEIN number for your business in this field

Press the Tab key to move to the next field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

5:09 P 5/7/20

Step 28: Business Information – Type State sales tax # for business

Type the State sales tax number for your business, if your business has one, into the next field.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#7. The page is titled "Denver's eBiz Tax Center" and features a navigation menu with options like "Home", "Back", and "Help". A sidebar on the left contains a "Menu" and "C9S" information. The main content area is titled "BUSINESS INFORMATION" and contains the following fields:

- Select the Business Organization Type: LLC
- Has this business been licensed or registered in Denver under your ownership in the past?: Yes
- If yes, please enter your old account number (if known): 123456789
- Legal Name: WORLD CLASS CITY LLC
- Trade Name: WORLD CLASS CITY
- Last Name, First Name, Middle Initial (empty)
- FEIN: 11-1111100
- State Sales Tax #: 123456

A red box highlights the "State Sales Tax #" field, and a callout box points to it with the text: "If you have one, type State Sales Tax # for your business in the last field". At the bottom of the form, a "FORM FIELD COLOR GUIDE" indicates that the highlighted field is "REQUIRED".

Step 29: Business Information – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL https://dgqa.denvergov.org/ebiztax/_/#7. The page features a dark blue header with navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". A secondary header includes "311 Help" and "A to Z Services". The main content area is titled "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

A green notification box states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are navigation buttons: "Previous", "Step 2" (highlighted), "Next" (highlighted with a red box), "Save and Finish Later", and "Cancel".

The "BUSINESS INFORMATION" section contains the following fields:

- Select the Business Organization Type: []
- Has this business been licensed or registered in Denver under ownership in the past? []
- If yes, please enter your old account number (if known): 123456789
- Legal Name: WORLD CLASS CITY LLC
- Trade Name: WORLD CLASS CITY
- Last Name: [], First Name: [], Middle Initial: []
- FEIN: 11-1111100, State Sales Tax #: 123456

A green callout box with a blue arrow points to the "Next" button, containing the text: "Use your mouse to click Next to move to the next page".

At the bottom, a "FORM FIELD COLOR GUIDE" indicates: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog are also present.

Step 30: Business Contact Information – Type phone number for business

On this page you will enter contact and location information for the business you are registering. Start by typing the main phone number for your business into the first field.

Denver's eBiz Tax Center

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone (720) 913-9400
Required
Format: () - - - -

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as business location addresses).

Country USA
Street
Unit Type Unit Number
City State/Province COLORADO
Zip Code County
Attention

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 31: Business Contact Information – Type fax number for business

Type the fax number for your business into the next field.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION
Enter in the contact information for your business.

Business Phone (720) 913-9400
Business Fax (720) 913-9401
Format: () - -

BUSINESS LOCATION INFORMATION
Enter physical business location (P.O. boxes cannot be used as a)

Country USA
Street
Unit Type Unit Number
City State/Province COLORADO
Zip Code County
Attention

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

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Step 32: Business Contact Information – Type email address for business

Next, type the email address for your business into the next field.

Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone (720) 913-9400
Business Fax (720) 913-9401
Email WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a business location).

Country USA
Street
Unit Type Unit Number
City State/Province COLORADO
Zip Code County
Attention

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

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Stay Informed Apps & Tools Services Get Help

Step 33: Business Location Information – Select country in which your business is physically located

By default, 'USA' is selected. If you need to change the selection, use your mouse to select the dropdown arrow and make your country selection from the dropdown menu.

The screenshot displays the Denver's eBiz Tax Center interface. The browser address bar shows https://dgqa.denvergov.org/ebiztax/_/#2. The page header includes navigation links: 311 Help, A to Z Services, Help me find, Neighborhood Services, Business Services, Visiting, Government, and Online Services. The main content area is titled "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

The current step is "Step 3" of the "BUSINESS LOCATION INFORMATION" section. The instructions state: "Enter physical business location (P.O. boxes cannot be used as a physical location address).". The form fields are as follows:

- Business Phone: (720) 913-9400
- Business Fax: (720) 913-9401
- Email: WORLDCLASSCITYLLC@GMAIL.COM
- Country: USA (highlighted with a red box and a dropdown arrow)
- Street: [Empty field]
- Unit Type: [Empty dropdown]
- City: [Empty field]
- State/Province: COLORADO
- Zip Code: [Empty field]
- County: [Empty dropdown]
- Attention: [Empty field]

A callout box with a green background and white text says: "Use your mouse to select the dropdown arrow". Below the form, there is a checkbox: Check box if your business mailing address is different from your business location address.

The footer of the page includes a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). The desktop taskbar at the bottom shows various application icons and the system clock indicating 5:15 PM on 5/7/20.

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#2

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
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Menu
Home
Back
Help

C9S Toggle Log
Run Date: 07-May-2014
Last Request: 74ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION
Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION
Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: UNITED ARAB EMIRATES
Unit Type: USA
City: UZBEKISTAN

Use your mouse to make a selection

Use your mouse to scroll through the list using the bar or the arrows

REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

C9S

Desktop 5:15 P 5/7/20

Step 34: Business Location Information – Type street address in which your business is physically located

Type the street address of your business' main location.

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: Unit Number:
City: State/Province: COLORADO
Zip Code: County:
Attention:

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

Step 35: Business Location Information – Select unit type in which your business is physically located

If applicable, use your mouse to select the type of unit of your business' main location in the next field. If this is not applicable for your business then leave this field blank.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#7. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left sidebar, there is a "Menu" with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". Further down is a "Navigation" section with "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area is titled "Step 3" and includes navigation buttons for "Previous", "Next", "Save and Finish Later", and "Cancel". A message states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400."

The "BUSINESS CONTACT INFORMATION" section contains the following fields:

- Business Phone: (720) 913-9400
- Business Fax: (720) 913-9401
- Email: WORLDCLASSCITYLLC@GMAIL.COM

The "BUSINESS LOCATION INFORMATION" section contains the following fields:

- Country: USA
- Street: 201 W COLFAX AVE
- Unit Type: [Dropdown menu highlighted with a red box]
- Unit Number: [Text field]
- City: [Text field]
- Zip Code: [Text field]
- Attention: [Text field]

A green callout box with a white border points to the Unit Type dropdown menu, containing the text: "Use your mouse to select the dropdown arrow".

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (green), OPTIONAL (yellow), CALCULATED (grey), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

The footer includes "C9S", "Stay Informed", "Apps & Tools", "Services", and "Get Help". The Windows taskbar at the bottom shows various application icons and the system tray.

Step 36: Business Location Information – Select unit number in which your business is physically located

If you indicated a unit type in the previous field, type the unit number of your business' main location in the next field.

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: State: COLORADO
Zip Code: County:
Attention:

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Desktop

Step 37: Business Location Information – Type city in which your business is physically located

Type the city in which your business is physically located.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: [Required]
Attention: []
 Check box if your business mailing address

Type the city for the physical location of your business into this field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 38: Business Location Information – Select the state/province

By default, “Colorado” is selected. If you need to change the selection, use your mouse to select the dropdown arrow and make your selection of a state/province from the dropdown menu.

The screenshot shows the Denver's eBiz Tax Center web application. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#2. The page header includes navigation links: [Help me find](#), [Neighborhood Services](#), [Business Services](#), [Visiting](#), [Government](#), and [Online Services](#). The main heading is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

The form is titled "BUSINESS LOCATION INFORMATION" and includes the instruction: "Enter physical business location (P.O. boxes cannot be used as a physical location address).". The form fields are as follows:

- Country: USA
- Street: 201 W COLFAX AVE
- Unit Type: DEPARTMENT (dropdown), Unit Number: 1009
- City: DENVER, State/Province: COLORADO (dropdown with a red box around the arrow)
- Zip Code: (empty)
- County: (empty)
- Attention: (empty)

A callout box with a green background and white text says: "Use your mouse to select the dropdown arrow". A legend at the bottom indicates field requirements: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red).

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: [dropdown]
City: [dropdown]
Zip Code: [dropdown]
Attention: [text field]

Check box if your business mailing address is different from your business location address. Format: [text field]

ALABAMA
ALASKA
AMERICAN SAMOA
ARIZONA
ARKANSAS
ARMED FORCES
AFRICA/CAN/EUR/ME
ARMED FORCES AMERICAS (EX CAN)
ARMED FORCES PACIFIC
CALIFORNIA
COLORADO
CONNECTICUT

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

C9S

5:22 PM 5/7/20

Step 39: Business Location Information – Type zip code

Type the zip code in which your business is physically located.

Denver's eBiz Tax Center

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5325 County: [dropdown]
Required
Format: _____-____ if your business mailing [dropdown] location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 40: Business Location Information – Select the county

If applicable, use your mouse to select the county in which your business is physically located. Otherwise, leave it blank.

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: [dropdown arrow]
Attention: [text field]

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

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Desktop

Use your mouse to select the dropdown arrow

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Previous **Step 3** Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION
Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION
Enter physical address information.

Country: [Dropdown]
Street: [Text Field]
Unit Type: DEPARTMENT [Dropdown] Unit Number: [Text Field]
City: DENVER [Dropdown] State/Province: [Dropdown]
Zip Code: 80202-5329 [Text Field] County: [Dropdown]
Attention: [Text Field]

Check box if your business mailing address is different from your business location address.

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Desktop

The screenshot shows a web browser window displaying the Denver's eBiz Tax Center registration process. The page is titled "Denver's eBiz Tax Center" and includes a navigation menu on the left with options like "Home", "Back", and "Help". The main content area is a registration form for "Step 3". The form is divided into two sections: "BUSINESS CONTACT INFORMATION" and "BUSINESS LOCATION INFORMATION". The contact information section includes fields for Business Phone, Business Fax, and Email. The location information section includes fields for Country, Street, Unit Type, City, Zip Code, and County. A dropdown menu is open for the City field, showing a list of Denver neighborhoods: CLEAR CREEK, CONEJOS, COSTILLA, CROWLEY, CUSTER, DELTA, and DENVER. Two green callout boxes with dashed lines pointing to the dropdown menu provide instructions: "Use your mouse to scroll through the list using the bar or the arrows" and "Use your mouse to make a selection". At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" and social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. The browser's taskbar at the bottom shows various application icons and the system tray.

Step 41: Business Location Information – Type a contact name

If necessary, type the name of a person at the physical business location to which correspondence should be addressed. Otherwise, leave it blank.

Denver's eBiz Tax Center

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Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address

If applicable, type a contact name in the last field for the physical business location

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 42: Business Location Information – Indicate a mailing address other than the physical location address

If the mailing address for your business is different than your business location address, use your mouse to insert a check mark in the box. Another section will appear at the bottom of the page: “Business Mailing Information.” If the mailing address for your business is the same as the physical location then leave this box unchecked and proceed to step 52 of this manual.

Denver's eBiz Tax Center | x
https://dgqa.denvergov.org/ebiztax/_/#7

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Previous **Step 3** Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION
Enter in the contact information for your business.

Business Phone (720) 913-8400
Business Fax (720) 913-8401
Email WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION
Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country USA
Street 201 W COLFAX AVE
Unit Type DEPARTMENT Unit Number 1009
City DENVER State/Province COLORADO
Zip Code 80202-5329 County DENVER
Attention JANE DOE

Check box if your business mailing address is different from your business location address

Use your mouse to insert a checkmark into the box

FORM FIELD COLOR GUIDE REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newstead Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 43: Business Mailing Information – Select country in which your business is physically located

By default, 'USA' is selected. If you need to change the selection, use your mouse to select the dropdown arrow and make your selection of a country from the dropdown menu.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: [Required]
Unit Type: []
City: [] State/Province: []
Zip Code: [] County: []

Use your mouse to select the dropdown arrow

C9S

Desktop

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#2

DENVER
THE MILE HIGH CITY

Denver's eBiz Tax Center
A faster, easier and more efficient way to manage your business.
An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone (720) 913-9400
Business Fax (720) 913-9401
Email WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location information.

Country TURKEY
TURKMENISTAN
TURKS AND CAICOS ISLANDS
TUVALU
UGANDA
UKRAINE
UNITED ARAB EMIRATES
URUGUAY
US MINOR OUTLYING ISLANDS
USA

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

Country USA
Street
Unit Type Unit Number
City State/Province
Zip Code County

Required

C9S

Desktop 5:31 PM 5/7/20

Step 44: Business Mailing Information – Type street address in which your business is physically located

Type the street address for your business' mailing location.

The screenshot shows a web browser window titled "Denver's eBiz Tax Center" with the URL "https://dgqa.denvergov.org/ebiztax/_/#7". The page displays a form for "BUSINESS MAILING INFORMATION". The form is divided into three main sections: "BUSINESS CONTACT INFORMATION", "BUSINESS LOCATION INFORMATION", and "BUSINESS MAILING INFORMATION".

BUSINESS CONTACT INFORMATION: This section contains fields for Business Phone (720) 913-9400, Business Fax (720) 913-9401, and Email WORLDCLASSCITYLLC@GMAIL.COM.

BUSINESS LOCATION INFORMATION: This section contains fields for Country (USA), Street (201 W COLFAX AVE), Unit Type (DEPARTMENT), Unit Number (1009), City (DENVER), State/Province (COLORADO), Zip Code (80202-5329), and County (DENVER). Attention is listed as JANE DOE.

BUSINESS MAILING INFORMATION: This section contains fields for Country (USA), Street (144 W COLFAX), Unit Type, Unit Number, City, State/Province, Zip Code, and County. A red box highlights the Street field, which is labeled "Required".

Navigation buttons include "Previous", "Step 3", "Next", "Save and Finish Later", and "Cancel". A message at the top states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400."

Two callout boxes are present: a green one pointing to the Street field with the text "Type the street address for the mailing address of your business into this field" and a white one with a green border pointing to the bottom of the form with the text "Press the Tab key to move to the next field".

The left sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log", "Run Date: 30-Apr-2014", "Last Request: 84ms", and "Decode Info"; and a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration".

The bottom of the screen shows a Windows taskbar with various application icons and a system tray with "Desktop" and navigation icons.

Step 45: Business Mailing Information – Select unit type in which your business is physically located

If applicable, use your mouse to select the type of unit for your business' mailing location in the next field. If this is not applicable for your business then leave this field blank.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: [dropdown arrow] Unit Number: [input field]
City: [input field] State/Province: [dropdown arrow]
Zip Code: [input field] County: [dropdown arrow]
Attention: [input field]

Required

Use your mouse to select the dropdown arrow

C9S

Desktop

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: _____
Unit Type: APARTMENT, BASEMENT, BUILDING, DEPARTMENT
City: _____
Zip Code: _____
State/Province: _____
County: DENVER

Use your mouse to scroll through the list using the bar or the arrows

Make a selection using your mouse

Enter if different from business location address: LOT, LOWER, OFFICE, PENTHOUSE, PIER

Unit Type: _____ Unit Number: _____
City: _____ State/Province: _____
Zip Code: _____ County: _____
Attention: _____

Denver's eBiz Tax Center
Menu: Home, Back, Help
C9S Toggle Log
Run Date: 30-Apr-2014
Last Request: 963ms
Decode Info
Navigation: Denver's eBiz Tax Center, Request: New Taxpayer Registration

C9S

Desktop

Step 46: Business Mailing Information – Select unit number in which your business is physically located

If you indicated a unit type in the previous field, type the unit number for your business' mailing location in the next field.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#7. The page title is "Denver's eBiz Tax Center".

Navigation and Status:

- Menu: Home, Back, Help
- C9S: Run Date: 30-Apr-2014, Last Request: 88ms, Decode Info
- Navigation: Denver's eBiz Tax Center, Request New Taxpayer Registration

Business Contact Information:

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Buttons: Previous, Step 3, Next, Save and Finish Later, Cancel

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

Business Location Information:

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT, Unit Number: 1009
City: DENVER, State/Province: COLORADO
Zip Code: 80202-5329, County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

Business Mailing Information:

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT, Unit Number: 26
City: [Yellowed], State: [Yellowed]
Zip Code: [Yellowed], County: [Yellowed]
Attention: [Yellowed]

Callout boxes:

- Type the unit number into this field
- Press the Tab key to move to the next field

Taskbar: C9S, Desktop

Step 47: Business Mailing Information – Type city in which your business is physically located

Type the city for your business' mailing location.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329
Attention: JANE DOE

Required

Type the city for the mailing address of your business into this field

C9S

Desktop

Step 48: Business Mailing Information – Select the state/province

Use your mouse to click the dropdown arrow and make your selection of the state/province for your business' mailing location from the dropdown menu.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: [dropdown arrow highlighted]
Zip Code: [dropdown arrow highlighted] County: [dropdown arrow highlighted]
Attention: [dropdown arrow highlighted]

Use your mouse to select the dropdown arrow

C9S

Desktop

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: State/Province: County:
City: DENVER
Zip Code: 80202-5329
Attention: JANE DOE

Check box if your business mailing address is different from

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT
City: DENVER
Zip Code: Attention:

ALABAMA
ALASKA
AMERICAN SAMOA
ARIZONA
ARKANSAS
ARMED FORCES
AFRICA/CAN/EUR/ME
ARMED FORCES AMERICAS (EX CAN)
ARMED FORCES PACIFIC
CALIFORNIA
COLORADO

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

C9S

Desktop

Step 49: Business Mailing Information – Type zip code

Type the zip code for your business' mailing location.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329
Required
Format: ____-____

Type the mailing zip code in this field

C9S

Desktop

Step 50: Business Mailing Information – Select the county

If applicable, use your mouse to select the county for your business' mailing location. Otherwise, leave this field blank.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: [dropdown arrow]
Attention:

Use your mouse to select the dropdown arrow

C9S

Desktop

Denver's eBiz Tax Center (x)
https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: State/Province: City: DENVER Zip Code: 80202-5329 County: Attention: JANE DOE

Check box if your business mailing address is different from

BUSINESS MAILING INFORMATION

Enter if different from business loc

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: State/Province: City: DENVER Zip Code: 80202-5329 County: Attention:

35

CONEJOS
COSTILLA
CROWLEY
CUSTER
DELTA
DENVER

EL PASO
ELBERT
FREMONT
GARFIELD
GILPIN

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

C9S

Desktop

Step 51: Business Mailing Information – Type a contact name

If necessary, type the name of a person at your business' mailing location to which correspondence should be addressed. Otherwise, leave this field blank.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 Next Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JOHN SMITH

If applicable, type a contact name in the last field for the mailing address

Step 52: Business Mailing Information – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 3 **Next** Save and Finish Later Cancel

BUSINESS CONTACT INFORMATION

Enter in the contact information for your business.

Business Phone: (720) 913-9400
Business Fax: (720) 913-9401
Email: WORLDCLASSCITYLLC@GMAIL.COM

BUSINESS LOCATION INFORMATION

Enter physical business location (P.O. boxes cannot be used as a physical location address).

Country: USA
Street: 201 W COLFAX AVE
Unit Type: DEPARTMENT Unit Number: 1009
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JANE DOE

Check box if your business mailing address is different from your business location address.

BUSINESS MAILING INFORMATION

Enter if different from business location address.

Country: USA
Street: 144 W COLFAX
Unit Type: DEPARTMENT Unit Number: 2B
City: DENVER State/Province: COLORADO
Zip Code: 80202-5329 County: DENVER
Attention: JOHN SMITH

Use your mouse to click Next to move to the next page

C9S

Desktop

Step 53: Owner/officer Information – Type name

On this page you will enter name and contact information for the owners/officers for the business you are registering. There is room for two owners/officers on this page. Start by typing the full name of the first owner/officer for your business into the first field.

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An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

Name **JOHN DOE** Country USA

Title **Required** Street

Business Phone 1 Unit

Business Phone 2 State

Business Fax County

Home Phone Email

Name Country USA

Title Street

Business Phone 1 Ext Unit Type Unit Number

Business Phone 2 Ext City State/Prov

Business Fax Zip Code County

Home Phone Email

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Step 54: Owner/officer Information – Select title

Using your mouse select the tile for the owner/officer from the dropdown menu or by clicking one of the hyperlinks in the popup window.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|----------|---------|-----|
| Name | JOHN DOE | Country | USA |
| Title | | Street | |
| Business Phone 1 | | Ext | |
| Business Phone 2 | | Ext | |
| Business Fax | | | |
| Home Phone | | | |

Click the icon for a descriptive list of titles

| | | | |
|------------------|--|-----------|-------------|
| Name | | Country | USA |
| Title | | Street | |
| Business Phone 1 | | Unit Type | Unit Number |
| Business Phone 2 | | City | State/Prov |
| Business Fax | | Zip Code | County |
| Home Phone | | Email | |

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Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER TITLE

Filter

| | |
|----------------------------------|--|
| CEO | Chief Executive Officer |
| CFO | Chief Financial Officer |
| Controller | Office of the Controller |
| CPA | CPA |
| General Manager | General Manager |
| Individual | Individual Connected to Business Who Does Not Fit the Other Contact Categories |
| Legal Department | Legal Department |
| Main Business | Main Business Information |
| Manager | Manager of the Business |
| Member | Member |
| Office Manager | Office Manager |
| Owner/Officer | Business Owner or, in the Case of a Partnership, the Lead Partner |
| Partner | Partner in Business |
| Payroll Company | Company in Charge of Payroll for the Business |
| Payroll Service | Payroll Service |
| President | President of the Business |
| Secretary | Secretary |
| Tax Department | Tax Department |
| Treasurer | Treasurer |
| Vice President | VP |

FORM FIELD

Facebook Newsfeed Open Data Catalog

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Desktop

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection by clicking one of the hyperlinks

Step 55: Owner/officer Information – Type primary business phone number

Type the primary business phone number for the owner/officer in the next field.

The screenshot shows the Denver's eBiz Tax Center website in a browser window. The page title is "Denver's eBiz Tax Center" and the URL is "https://dgqa.denvergov.org/ebiztax/_/#7". The page features a navigation menu on the left with options like Home, Back, Help, C9S, and Toggle Log. The main content area is titled "OWNER/OFFICER INFORMATION" and contains a form for entering business owner/officer details. The form includes fields for Name, Title, Business Phone 1, Business Phone 2, Business Fax, Home Phone, Country, Street, Unit Type, Unit Number, City, State/Prov, Zip Code, and County. The "Business Phone 1" field is highlighted in red and contains the number "(720) 913-9300". A yellow tooltip points to this field with the text "Required" and "Format: () - -". Two green callout boxes provide instructions: "Type a phone number in the next field" and "Press Tab key to move to the next field". At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" and social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business.

An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

Name: JOHN DOE Country: USA

Title: Tax Department Street:

Business Phone 1: (720) 913-9300 Ext: Unit Type: Unit Number:

Required Format: () - -

Home Phone: City: State/Prov:

Name: Country: USA

Title: Street:

Business Phone 1: Ext: Unit Type: Unit Number:

Business Phone 2: Ext: City: State/Prov:

Business Fax: Zip Code: County:

Home Phone: Email:

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

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Step 56: Owner/officer Information – Type phone number extension

If applicable, type the extension for the primary phone number you entered in the previous field. Otherwise, leave this field blank.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

Name: JOHN DOE Country: USA
Title: Tax Department Street: _____
Business Phone 1: (720) 913-9300 Ext. 123 Unit Type: _____ Unit Number: _____
Business Phone 2: _____ Ext. _____
Business Fax: _____
Home Phone: _____

Name: _____ Country: USA
Title: _____ Street: _____
Business Phone 1: _____ Ext. _____ Unit Type: _____ Unit Number: _____
Business Phone 2: _____ Ext. _____ City: _____ State/Prov: _____
Business Fax: _____ Zip Code: _____ County: _____
Home Phone: _____ Email: _____

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

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Step 57: Owner/officer Information – Type secondary business phone, extension, fax and home phone number

If needed, you can enter a secondary business phone number, extension, fax or home phone number for the owner/officer in the fields that follow. Otherwise, leave these fields blank.

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A faster, easier and more efficient way to manage your business.
An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|-----------|-------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | Unit Number |
| Business Phone 2 | | | |
| Business Fax | | | |
| Home Phone | | | |

Complete the remaining phone and fax fields, if applicable

Continue pressing the Tab key to move to the next field

FORM FIELD COLOR GUIDE: REQUIRED (green) OPTIONAL (light green) CALCULATED (grey) NEEDS CORRECTION (red)

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Step 58: Owner/officer Information – Select the country

By default, 'USA' is selected. If you need to change the selection, use your mouse to select the dropdown arrow and make your country selection from the dropdown menu.

The screenshot shows the Denver's eBiz Tax Center web application. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#7. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

The main content area is titled "OWNER/OFFICER INFORMATION" and contains the instruction: "Enter information about the business owner(s) and officer(s). Do not use P.O. boxes." Below this, there are two forms for entering owner/officer information. The first form has the following fields:

| | | | |
|------------------|------------------------|-----------|-----|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | |
| Business Phone 2 | | City | |
| Business Fax | | Zip Code | |
| Home Phone | | Email | |

The second form has the following fields:

| | | | |
|------------------|--|-----------|-----|
| Name | | Country | USA |
| Title | | Street | |
| Business Phone 1 | | Unit Type | |
| Business Phone 2 | | City | |
| Business Fax | | Zip Code | |
| Home Phone | | Email | |

A red box highlights the dropdown arrow on the "Country" field of the first form. A callout box with a green background and white text says "Use your mouse to select the dropdown arrow".

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with four categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Denver's eBiz Tax Center

311 Help A to Z Services

Help me find Neighborhood Services Business Services Visiting Government Online Services

Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous **Step 4** Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|-----------|---------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | TURKMENISTAN |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | TURKS AND CAICOS ISLANDS |
| Business Phone 2 | | City | TUVALU |
| Business Fax | | Zip Code | UGANDA |
| Home Phone | | Email | UKRAINE |
| | | | UNITED ARAB EMIRATES |
| | | | URUGUAY |
| | | | US MINOR OUTLYING ISLANDS |
| | | | USA |
| Name | | Country | USA |
| Title | | | |
| Business Phone 1 | | | |
| Business Phone 2 | | | |
| Business Fax | | Zip Code | VIRGIN ISLANDS, BRITISH |
| Home Phone | | Email | VIRGIN ISLANDS, U.S. |

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

C9S

Desktop 5:49 P 5/7/20

Step 59: Owner/officer Information – Type the street address

Type the street address for the owner/officer.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|------------|--------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | |
| Business Phone 2 | | City | |
| Business Fax | | State/Prov | |
| Home Phone | | Zip Code | |
| | | County | |
| Email | | | |

Type the street address in this field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Step 60: Owner/officer Information – Select the unit type

If applicable, use your mouse to select the type of unit for the owner/officer in the next field. If this is not applicable for the owner/officer then leave this field blank.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|------------|------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | [Dropdown Arrow] |
| Business Phone 2 | | City | [Dropdown Arrow] |
| Business Fax | | State/Prov | [Dropdown Arrow] |
| Home Phone | | Zip Code | [Dropdown Arrow] |
| | | Email | |

Use your mouse to select the dropdown arrow

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|-------------|--------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | |
| Business Phone 2 | | City | Required |
| Business Fax | | State/Prov | |
| Home Phone | | County | |
| Name | | Unit Number | |
| Title | | State/Prov | |
| Business Phone 1 | | County | |
| Business Phone 2 | | Unit Number | |
| Business Fax | | State/Prov | |
| Home Phone | | County | |

APARTMENT
BASEMENT
BUILDING
DEPARTMENT

LOT
LOWER
OFFICE
PENTHOUSE
PIER

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Desktop

Step 61: Owner/officer Information – Select the unit number

If you indicated a unit type in the previous field, type the unit number for the owner/officer in the next field.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|-------------------------|-------------|--------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext. 123 | Unit Type | DEPARTMENT |
| Business Phone 2 | | Unit Number | 105 |
| Business Fax | | City | |
| Home Phone | | State/Prov | |
| | | Zip Code | |
| | | County | |
| | | Email | |

Name: [] Country: USA

Title: [] Street: []

Business Phone 1: [] Ext. [] Unit Type: [] Unit Number: []

Business Phone 2: [] Ext. [] City: [] State/Prov: []

Business Fax: [] Zip Code: [] County: []

Home Phone: [] Email: []

FORM FIELD COLOR GUIDE: REQUIRED (green) OPTIONAL (light green) CALCULATED (yellow) NEEDS CORRECTION (red)

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Step 62: Owner/officer Information – Type the city

Type the city for the owner/officer.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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A faster, easier and more efficient way to manage your business.
An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|-------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext. 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov |
| Business Fax | | Required | |
| Home Phone | | Email | |

Type the city for the owner/officer into this field

| | | | |
|------------------|--|-----------|-------------|
| Name | | Country | USA |
| Title | | Street | |
| Business Phone 1 | | Unit Type | Unit Number |
| Business Phone 2 | | City | State/Prov |
| Business Fax | | Zip Code | County |
| Home Phone | | Email | |

FORM FIELD COLOR GUIDE: REQUIRED (Green) OPTIONAL (Yellow) CALCULATED (Grey) NEEDS CORRECTION (Red)

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Step 63: Owner/officer Information – Select the state/province

Use your mouse to click the dropdown arrow and make your selection of the state/province for the owner/officer from the dropdown menu.

The screenshot displays the Denver's eBiz Tax Center web application. The browser address bar shows the URL https://dgqa.denvergov.org/ebiztax/_/#7. The page header includes the Denver logo and the text "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

The main content area is titled "OWNER/OFFICER INFORMATION" and contains a form for entering business owner/officer details. The form is divided into two sections. The first section is pre-filled with the following information:

| | | | |
|------------------|------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov |
| Business Fax | | Zip Code | Required Country |
| Home Phone | | Email | |

The second section is empty, with fields for Name, Title, Business Phone 1, Business Phone 2, Business Fax, Home Phone, Country, Street, Unit Type, Unit Number, City, State/Prov, Zip Code, County, and Email.

A red box highlights the dropdown arrow on the "State/Prov" field in the first section. A callout box with a green background and white text points to this arrow, stating: "Use your mouse to select the dropdown arrow".

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov |
| Business Fax | | Zip Code | Country Required |
| Home Phone | | Email | |

- ALABAMA
- ALASKA
- AMERICAN SAMOA
- ARIZONA
- ARKANSAS
- ARMED FORCES
- AFRICA/CAN/EUR/ME
- ARMED FORCES AMERICAS (EX CAN)
- ARMED FORCES PACIFIC
- CALIFORNIA
- COLORADO

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALC

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Step 64: Owner/officer Information – Type zip code

Type the zip code for the owner/officer.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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A faster, easier and more efficient way to manage your business.
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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|-------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext. 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov COLORADO |
| Business Fax | | Zip Code | 80202-5329 County |
| Home Phone | | | |

Required
Format: _-_-

Type the zip code in this field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Stay Informed Apps & Tools Services Get Help

Desktop

Step 65: Owner/officer Information – Select the county

If applicable, use your mouse to select the county for the owner/officer. Otherwise, leave this field blank.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#7. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

The main content area is titled "OWNER/OFFICER INFORMATION" and contains the instruction: "Enter information about the business owner(s) and officer(s). Do not use P.O. boxes." Below this are two forms. The first form is partially filled with the following data:

| | | | |
|------------------|-------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext. 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov COLORADO |
| Business Fax | | Zip Code | 80202-5329 County |
| Home Phone | | Email | |

The second form is empty. A red box highlights the County dropdown menu in the first form, and a callout box with a green background says "Use your mouse to select the dropdown arrow".

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (green), OPTIONAL (light green), CALCULATED (yellow), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Denver's eBiz Tax Center (x)
 https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous **Step 4** Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov COLORADO |
| Business Fax | | Zip Code | 80202-5329 County |
| Home Phone | | | COSTILLA |
| | | | CROWLEY |
| | | | CUSTER |
| | | | DELTA |
| | | | DENVER |
| | | | EL PASO |
| | | | ELBERT |
| | | | FREMONT |
| | | | GARFIELD |
| | | | GILPIN |
| | | | GRAND |
| | | | GUINNISSON |

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S Stay Informed Apps & Tools Services Get Help

Desktop

Step 66: Owner/officer Information – Type the email

Type the email for the owner/officer in the last field.

Denver's eBiz Tax Center

https://dgqa.denvergov.org/ebiztax/_/#7

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 4 Next Save and Finish Later Cancel

OWNER/OFFICER INFORMATION

Enter information about the business owner(s) and officer(s). Do not use P.O. boxes.

| | | | |
|------------------|-------------------------|-----------|----------------------------|
| Name | JOHN DOE | Country | USA |
| Title | Tax Department | Street | 101 W COLFAX |
| Business Phone 1 | (720) 913-9300 Ext. 123 | Unit Type | DEPARTMENT Unit Number 105 |
| Business Phone 2 | | City | DENVER State/Prov COLORADO |
| Business Fax | | Zip Code | 80202-5329 County DENVER |
| Home Phone | | Email | JOHN.DOE@WCCLLC.COM |

Name Country USA

Title Street

Business Phone 1 Ext. Unit Type Unit Number

Business Phone 2 Ext. City State/Prov

Business Fax Zip Code County

Home Phone Email

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

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Desktop

Type an email address for the owner/officer in this field

Step 67: Owner/officer Information

Repeat steps 53 through 66 for a second owner/officer, if applicable. Otherwise, leave these fields blank.

Step 68: Owner/officer Information – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgsa.denvergov.org/ebiztax/_/#7. The page header includes the Denver logo and the text "Denver's eBiz Tax Center - A faster, easier and more efficient way to manage your business." Below the header, a navigation bar contains buttons for "Previous", "Step 4", "Next", "Save and Finish Later", and "Cancel". The "Next" button is highlighted with a red box. A green callout box with a white border contains the text "Use your mouse to click Next to move to the next page". The main content area is titled "OWNER/OFFICER INFORMATION" and contains two forms. The first form is for "JOHN DOE" and includes fields for Name, Title (Tax Department), Street (101 W COLFAX), Business Phone 1 ((720) 913-9300), Ext (123), Unit Type (DEPARTMENT), Unit Number (105), City (DENVER), State/Prov (COLORADO), Zip Code (80202-5329), County (DENVER), Home Phone, and Email (JOHN.DOE@WCOLLC.COM). The second form is for a second owner/officer and includes fields for Name, Title, Street, Business Phone 1, Ext, Unit Type, Unit Number, Business Phone 2, Ext, City, State/Prov, Business Fax, Zip Code, County, Home Phone, and Email. A legend at the bottom of the form indicates field status: REQUIRED (green), OPTIONAL (yellow), CALCULATED (blue), and NEEDS CORRECTION (red). The footer contains social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog, along with the C9S logo and navigation links for "View Information", "Apps & Tools", "Services", and "Get Help".

Step 69: Business Start Up Information – Obtain a certificate of taxes due

On this page you will enter the start up information and classification for the business you are registering. If your business was acquired from another owner you may be liable for outstanding taxes. To obtain a certificate of taxes due (CTD), click the hyperlink for the Denver Treasury website. Denver's eBiz Tax will timeout after 15 minutes so it is advised you save your registration if you need to leave eBiz Tax to obtain a CTD from the Treasury website.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

On the left side, there is a "Menu" section with links for Home, Back, and Help. Below it is a "CgS" section with "Run Date: 30-Apr" and "Last Request: 14". A "Navigation" section contains "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area is titled "BUSINESS START UP INFORMATION". It contains a message: "If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Tax Personal Property can be found at www.DenverGov.org/Treasury". The hyperlink is highlighted with a red box. Below this message are several yellow input fields, some with "Required" labels.

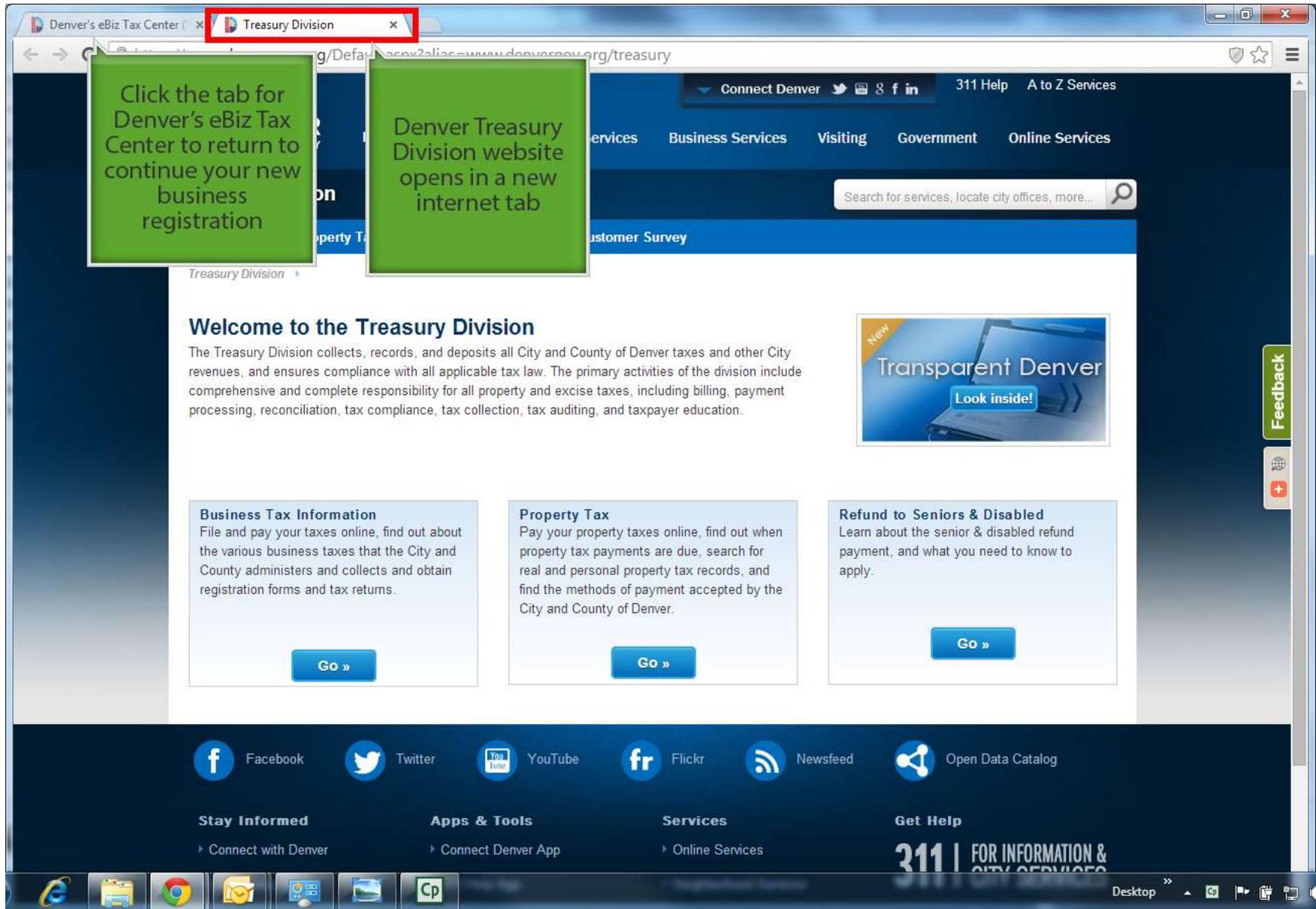
At the top of the form area, there are buttons for "Previous", "Step 5", "Next", "Save and Finish Later", and "Cancel". The "Save and Finish Later" button is highlighted with a red box.

Two green callout boxes provide additional instructions:

- The first callout box points to the hyperlink and says: "Click this hyperlink to open the Denver Treasury website where you can obtain a CTD if you need one".
- The second callout box points to the "Save and Finish Later" button and says: "If you do click on the hyperlink for the Denver Treasury website don't forget to save your registration by clicking the Save and Finish Later button - your session will end after 15 minutes of inactivity and you'll lose your changes!".

The bottom of the page shows a "CLASSIFICATION" section with a list of business types and checkboxes. The list includes: Other, NAICS, Cab Driver (Only For Sole Proprietor), Mobile Cart Vendor, Medical Marijuana, Retail Marijuana, Medical Marijuana Infused Products, Medical Marijuana Grow Operations, Medical Marijuana Tester, Retail Marijuana Infused Products, Retail Marijuana Grow Operations, and Retail Marijuana Tester.

A new internet tab will open with the Treasury website where you can obtain a CTD.



Step 70: Business Start Up Information – Select the first date of business

Use your mouse to select the calendar icon.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

Date first doing business in Denver

Business Start Up

Business Type

Describe the nature of business (products sold, services provided)

Number of employees working in Denver

CLASSIFICATION [Please select one or all that apply]

Other

NAICS

Cab Driver (Only For Sole Proprietor)

Mobile Cart Vendor

Medical Marijuana

Retail Marijuana

Medical Marijuana Infused Products

Medical Marijuana Grow Operations

Medical Marijuana Tester

Retail Marijuana Infused Products

Retail Marijuana Grow Operations

Retail Marijuana Tester

C9S

Desktop

Using your mouse, select the appropriate month and year using the sideways arrows or the dropdown arrows.

The screenshot shows the Denver's eBiz Tax Center website interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

The main content area is titled "BUSINESS START UP INFORMATION" and includes a "Previous Step 5" navigation bar. A green callout box with the text "Use the arrows to select a month and a year" is overlaid on the date selection field. The date field is currently set to "Apr 2014" and is marked as "Required". Below the date field is a calendar grid for April 2014, with the 29th selected. The calendar grid is as follows:

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Below the calendar is a "CLASSIFICATION" section with the instruction "[Please select one or all t...". The classification options are listed with checkboxes:

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

The left sidebar contains a "Menu" with links for Home, Back, and Help, and a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". The bottom of the screen shows the Windows taskbar with various application icons and the system tray.

Then use your mouse to select the day.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#4. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left side, there is a navigation menu with the following items:

- Menu
 - Home
 - Back
 - Help
- C9S [Toggle Log](#)
 - Run Date: 30-Apr-2014
 - Last Request: 1476ms
 - Decode Info
- Navigation
 - Denver's eBiz Tax Center
 - Request: New Taxpayer Registration

The main content area is titled "BUSINESS START UP INFORMATION". It includes a message: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are buttons for "Previous", "Step 5" (highlighted), "Next", "Save and Finish Later", and "Cancel".

The "BUSINESS START UP INFORMATION" section contains the following fields:

- Date first doing business in Denver: A date picker showing "Apr 2014" with a "Required" label.
- Business Start Up: A text input field.
- Business Type: A text input field.
- Describe the nature of business (products sold, services provided): A text input field.
- Number of employees working in Denver: A text input field.

A calendar pop-up is displayed over the "Date first doing business in Denver" field, showing the month of April 2014. The date "1" is highlighted with a red box. A green callout box with the text "Use your mouse to select a day" points to the date "1".

Below the calendar is a "CLASSIFICATION" section with the instruction "[Please select one or all t...". It lists several categories with checkboxes:

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

The bottom of the screen shows a Windows taskbar with various application icons and the system tray.

Step 71: Business Start Up Information – Select business start up type

Use your mouse to make a selection from the dropdown menu or by clicking one of the hyperlinks in the popup window. If you select 'Other,' proceed to step 75 of this manual. If you selected either 'New Start Up' or 'Relocation/Expansion,' proceed to step 76.

The screenshot displays the Denver's eBiz Tax Center interface at Step 5 of the business registration process. The browser address bar shows the URL https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center - A faster, easier and more efficient way to manage your business." A navigation bar contains buttons for "Previous", "Step 5", "Next", "Save and Finish Later", and "Cancel".

The main content area is titled "BUSINESS START UP INFORMATION" and includes a note: "If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury." The form contains the following fields:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: A dropdown menu with a blue arrow pointing down, highlighted by a red square and a green callout box that says "Use your mouse to select the dropdown arrow".
- Business Type: A yellow input field.
- Describe the nature of business (products sold, services provided): A large yellow input area.
- Number of employees working in Denver: A yellow input field.

Below the form is the "CLASSIFICATION" section, which instructs the user to "Please select one or all that apply". It lists several categories with checkboxes:

- Other:
- NAICS:
- Cab Driver (Only For Sole Proprietor):
- Mobile Cart Vendor:
- Medical Marijuana:
- Retail Marijuana:
- Medical Marijuana Infused Products:
- Medical Marijuana Grow Operations:
- Medical Marijuana Tester:
- Retail Marijuana Infused Products:
- Retail Marijuana Grow Operations:
- Retail Marijuana Tester:

The left sidebar contains a "Menu" with links for Home, Back, and Help; a "C9S" section with "Toggle Log" and details like "Run Date: 30-Apr-2014" and "Last Request: 876ms"; and a "Navigation" section with links for "Denver's eBiz Tax Center" and "Request New Taxpayer Registration". The bottom of the screen shows a Windows taskbar with various application icons and the system tray.

Denver's eBiz Tax Center (x) Treasury Division x
https://dgqa.denvergov.org/ebiztax/_/#4

Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

[Previous](#) **Step 5** [Next](#) [Save and Finish Later](#) [Cancel](#)

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

Date first doing business in Denver: 01-Apr-2014

Business Start Up: [Dropdown menu]

Business Type: [Dropdown menu] **Required**

Describe the nature of business (products sold, services provided)

Number of employees working in Denver

CLASSIFICATION [Please select one or all that apply]

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

C9S

Desktop



Menu

- Home
- Back
- Help

C9S

Toggle Log

Run Date: 30-Apr-2014
Last Request: 876ms
Decode Info

Navigation

Denver's eBiz Tax Center
Request: New Taxpayer Registration



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[Previous](#)

Step 5

[Next](#)

[Save and Finish Later](#)

[Cancel](#)

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

Date first doing business in Denver

01-Apr-2014

Business Start Up

Business Type

Describe the nature of business (products sold, services provided)

- Business Acquisition
- New Start Up
- Other
- Relocation/Expansion

Required

Number of employees working in Denver

CLASSIFICATION [Please select one or all that apply]

Other

NAICS

Cab Driver (Only For Sole Proprietor)

Mobile Cart Vendor

Medical Marijuana

Retail Marijuana

Medical Marijuana Infused Products

Medical Marijuana Grow Operations

Medical Marijuana Tester

Retail Marijuana Infused Products

Retail Marijuana Grow Operations

Retail Marijuana Tester

C9S

Desktop

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[Previous](#) **Step 5** [Next](#) [Save and Finish Later](#) [Cancel](#)

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

Date first doing business in Denver: 01-Apr-2014

Business Start Up: [dropdown menu]

Business Type: [dropdown menu]

Describe the nature of business (products sold, services provided):

- Business Acquisition
- New Start Up
- Other
- Relocation/Expansion

Number of employees working in Denver: [input field]

CLASSIFICATION [Please select one or all that apply]

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

Click the  icon for descriptions of the business types

C9S

Desktop

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Menu

- Home
- Back
- Help

C9S [Toggle Log](#)

Run Date: 30-Apr-2014
Last Request: 998ms
Decode Info

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

[Previous](#) **Step 5** [Next](#) [Save and Finish Later](#) [Cancel](#)

BUSINESS START UP

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Number of en

CLASSIFICATION

- Other
- NAICS
- Cab Driver (C
- Mobile Cart V
- Medical Marij
- Retail Marijua
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

Business Start Up

- Business Acquisition** - The purchase of an existing business
- New Start Up** - Brand new business, not pre-existing
- Other** - Other
- Relocation/Expansion** - An existing business relocating or expanding into Denver

Use your mouse to make a selection by clicking one of the hyperlinks

C9S

Desktop

Step 72: Business Start Up Information – Select date of sale

If you selected 'business acquisition' for the start up type you will be required to enter the date the business was sold. Use your mouse to select the calendar icon.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

Navigation buttons include "Previous", "Step 5", "Next", "Save and Finish Later", and "Cancel". A message states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400."

The main section is titled "BUSINESS START UP INFORMATION". A note reads: "If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury."

The form fields are as follows:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: Business Acquisition
- Date of Sale: [Empty field with a calendar icon highlighted by a red box]
- Total Purchase Amount: 0.00
- Furniture, Fixtures & Equipment Purchase Price: 0.00
- Business Type: [Empty dropdown]
- Describe the nature of business (products sold, services provided): [Empty text area]
- Number of employees working in Denver: [Empty text area]

A callout box with a green background and white text says: "Use your mouse to click the [calendar icon] icon to display a calendar".

The "CLASSIFICATION" section includes the instruction "[Please select one or all that apply]":

- Other:
- NAICS: [Empty text input]
- Cab Driver (Only For Sole Proprietor):
- Mobile Cart Vendor:
- Medical Marijuana:
- Retail Marijuana:
- Medical Marijuana Infused Products:
- Medical Marijuana Grow Operations:
- Medical Marijuana Tester:

The footer shows the "C9S" logo and a Windows taskbar with various application icons and the system tray.

Using your mouse, select the appropriate month and year using the sideways arrows or the dropdown arrows.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

The main content area is titled "BUSINESS START UP INFORMATION" and contains the following fields:

- Date first doing business in Denver
- Business Start Up
- Date of Sale
- Total Purchase Amount (0.00)
- Furniture, Fixtures & Equipment Purchase Price (0.00)
- Business Type
- Describe the nature of business (products sold, services provided)
- Number of employees working in Denver

A green callout box with the text "Use the arrows to select a month and a year" is positioned over a calendar widget. The calendar shows the month of March 2014. The month and year are displayed in dropdown menus at the top of the calendar, with sideways arrows for navigation. The calendar grid shows days of the week (Su, Mo, Tu, We, Th, Fr, Sa) and dates from 1 to 31. A "Today" button is located at the bottom left of the calendar, and a "Done" button is at the bottom right. A "Required" label is visible next to the Total Purchase Amount field.

The left sidebar contains a "Menu" section with links for Home, Back, and Help. Below that is a "C9S" section with "Toggle Log" and information about the Run Date (30-Apr-2014) and Last Request (67ms). The "Navigation" section includes links for "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration".

The bottom of the page features a "C9S" logo and a Windows taskbar with various application icons and the system tray showing "Desktop" and system icons.

If using the dropdown arrows, use your mouse to select the appropriate month and/or year from the dropdown menu.

The screenshot shows the Denver's eBiz Tax Center website interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left side, there is a navigation menu with the following items:

- Menu
 - Home
 - Back
 - Help
- C9S [Toggle Log](#)
 - Run Date: 30-Apr-2014
 - Last Request: 67ms
 - [Decode Info](#)
- Navigation
 - Denver's eBiz Tax Center
 - Request New Taxpayer Registration

The main content area is titled "BUSINESS START UP INFORMATION". It contains a message: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are navigation buttons: "Previous", "Step 5" (highlighted), "Next", "Save and Finish Later", and "Cancel".

The form fields include:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: Business Acquisition
- Date of Sale: [empty]
- Total Purchase Amount: 0.00 (Required)
- Furniture, Fixtures & Equipment Purchase Price: 0.00
- Business Type: [empty]
- Describe the nature of business (products sold, services provided): [empty]
- Number of employees working in Denver: [empty]

A calendar dropdown menu is open, showing the month of March 2014. The days of the week are listed at the top: Su, Mo, Tu, We, Th, Fr, Sa. The dates 1 through 30 are visible in a grid format. A green callout box with white text says: "Use your mouse to select a month and/or a year from the dropdown menus".

Below the form fields is the "CLASSIFICATION" section, which includes a red warning: "[Please select one or all t...". The classification options are:

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester

The bottom of the page shows a Windows taskbar with various application icons and the system tray displaying "Desktop".

Then use your mouse to select the day.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

On the left sidebar, there is a "Menu" section with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". Further down is a "Navigation" section with "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area is titled "BUSINESS START UP INFORMATION". It contains several form fields: "Date first doing business in Denver" (01-Apr-2014), "Business Start Up" (Business Acquisition), "Date of Sale", "Total Purchase Amount" (0.00), "Furniture, Fixtures & Equipment Purchase Price" (0.00), "Business Type", and "Describe the nature of business (products sold, services provided)". A calendar is open for February 2014, with the 3rd highlighted. A green callout box with a white border and a pointer to the 3rd says "Use your mouse to select a day".

Below the calendar is a "CLASSIFICATION" section with the instruction "[Please select one or all t...". It lists several categories with checkboxes: "Other", "NAICS", "Cab Driver (Only For Sole Proprietor)", "Mobile Cart Vendor", "Medical Marijuana", "Retail Marijuana", "Medical Marijuana Infused Products", "Medical Marijuana Grow Operations", and "Medical Marijuana Tester".

At the bottom of the page, there is a "C9S" logo and a Windows taskbar with various application icons and the system tray showing "Desktop".

Step 73: Business Start Up Information – Type total purchase amount

If you selected 'business acquisition' for the start up type you will be required to enter the total purchase amount for the business.

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

| | |
|--|----------------------|
| Date first doing business in Denver | 01-Apr-2014 |
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50000 |
| Furniture, Fixtures & Equipment Purchase Price | 0.00 |
| Business Type | |
| Describe the nature of business (products sold, services provided) | |
| Number of employees working in Denver | |

CLASSIFICATION [Please select one or all that apply]

| | |
|---------------------------------------|--------------------------|
| Other | <input type="checkbox"/> |
| NAICS | |
| Cab Driver (Only For Sole Proprietor) | <input type="checkbox"/> |
| Mobile Cart Vendor | <input type="checkbox"/> |
| Medical Marijuana | <input type="checkbox"/> |
| Retail Marijuana | <input type="checkbox"/> |
| Medical Marijuana Infused Products | <input type="checkbox"/> |
| Medical Marijuana Grow Operations | <input type="checkbox"/> |

C9S

Desktop

Step 74: Business Start Up Information – Type total purchase for furniture, fixtures and equipment

If you selected 'business acquisition' for the start up type you will be required to enter the total purchase price for any furniture, fixtures and equipment that was purchased in the acquisition.

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

| | |
|--|----------------------|
| Date first doing business in Denver | 01-Apr-2014 |
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5000 |
| Business Type | |
| Describe the nature of business (products sold, services provided) | |
| Number of employees working in Denver | |

CLASSIFICATION [Please select one or all that apply]

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations

Type the amount paid for furniture, fixtures and equipment

Press the Tab key to move to the next field

Step 75: Business Start Up Information – Explaining ‘Other’ for business start up type

If you selected ‘Other’ for the business type, an additional field will appear. In the field, type an explanation of how the business began.

Denver's eBiz Tax Center | x

https://www.denvergov.org/ebiztax/_/#2

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treas

Date first doing business in Denver: 01-Apr-2014

Business Start Up: Other

Please explain: FRANCHISE

Business Type: [Dropdown]

Describe the nature of business (products sold, services provided): [Text Area]

Number of employees working in Denver: [Text Area]

CLASSIFICATION [Please select one or all that apply]

Other:

If Other is selected for this field...

type an explanation of your selection of 'Other' for business start up type in this field

Step 76: Business Start Up Information – Select business type

Use your mouse to make a selection from the dropdown menu or by clicking one of the hyperlinks in the popup window.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#4. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left sidebar, there is a "Menu" section with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". Further down is a "Navigation" section with "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration".

The main content area is titled "BUSINESS START UP INFORMATION". It includes a note: "If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury." Navigation buttons include "Previous", "Step 5", "Next", "Save and Finish Later", and "Cancel".

The form fields are as follows:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: Business Acquisition
- Date of Sale: 03-Feb-2014
- Total Purchase Amount: 50,000.00
- Furniture, Fixtures & Equipment Purchase Price: 5,000.00
- Business Type: (Dropdown menu is open)
- Describe the nature of business (products sold, services provided):
- Number of employees working in Denver:

The "Business Type" dropdown menu is open, showing the following options:

- Construction
- Government
- Manufacturing
- Retail Sales
- Service Only
- Wholesale Sales

A callout box with a green background and white text says: "Click the  icon for a description of the business type choices".

At the bottom of the screen, there is a Windows taskbar with various application icons and the system tray showing "Desktop".

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Previous **Business Type** ✕

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CLASSIFICA

Other

NAICS

Cab Driver (C

Mobile Cart Vendor

Medical Marijuana

Retail Marijuana

Medical Marijuana Infused Products

Medical Marijuana Grow Operations

| | |
|---------------------------------|--|
| Construction | Construction |
| Government | Government |
| Manufacturing | Manufacturing |
| Retail Sales | If product is sold directly to the consumer a retail license applies. |
| Service Only | Service Only |
| Wholesale Sales | If products are sold to a distributor or manufacturer for resale to a retailer, wholesale applies. Wholesale licenses are not issued by City and County of Denver. |

Use your mouse to make a selection by clicking one of the hyperlinks

C9S

Desktop

Step 77: Business Start Up Information – Nature of business

Type a description of the nature of the business in the next field.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

| | |
|--|----------------------|
| Date first doing business in Denver | 01-Apr-2014 |
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5,000.00 |
| Business Type | Retail Sales |
| Describe the nature of business (products sold, services provided) | SELL STUFF |
| Number of employees working in Denver | |

CLASSIFICATION [Please select one or all that apply]

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations

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[Previous](#) **Step 5** [Next](#) [Save and Finish Later](#) [Cancel](#)

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

| | |
|--|----------------------|
| Date first doing business in Denver | 01-Apr-2014 |
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5,000.00 |
| Business Type | Retail Sales |
| Describe the nature of business (products sold, services provided) | SELL STUFF |
| Number of employees working in Denver | |

For easier entry, click the  icon for the field to enlarge

CLASSIFICATION [Please select one or all that apply]

| | |
|---------------------------------------|--------------------------|
| Other | <input type="checkbox"/> |
| NAICS | <input type="text"/> |
| Cab Driver (Only For Sole Proprietor) | <input type="checkbox"/> |
| Mobile Cart Vendor | <input type="checkbox"/> |
| Medical Marijuana | <input type="checkbox"/> |
| Retail Marijuana | <input type="checkbox"/> |
| Medical Marijuana Infused Products | <input type="checkbox"/> |
| Medical Marijuana Grow Operations | <input type="checkbox"/> |

C9S

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquir...
Personal Property
Date first doing b...
Business Start Up...
Date of Sale
Total Purchase A...
Furniture, Fixture...
Business Type
Describe the natu...
services provide...
Number of employ...

CLASSIFICATION

Other
NAICS
Cab Driver (Only For Sole Proprietor)
Mobile Cart Vendor
Medical Marijuana
Retail Marijuana
Medical Marijuana Infused Products
Medical Marijuana Grow Operations

SELL STUFF PEOPLE REALLY WANT TO BUY

Finish typing your description

Click the OK button when you're finished

OK Cancel

C9S

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

Date first doing business in Denver: 01-Apr-2014

Business Start Up: Business Acquisition

Date of Sale: 03-Feb-2014

Total Purchase Amount: 50,000.00

Furniture, Fixtures & Equipment Purchase Price: 5,000.00

Business Type: Retail Sales

Describe the nature of business (products sold, services provided): SELL STUFF PEOPLE REALLY WANT TO BUY

Number of employees working in Denver: [Empty field] **Required**

CLASSIFICATION [Please select one or all that apply]

Other

NAICS

Cab Driver (Only For Sole Proprietor)

Mobile Cart Vendor

Medical Marijuana

Retail Marijuana

Medical Marijuana Infused Products

Medical Marijuana Grow Operations

Medical Marijuana Tester

Press the Tab key to move to the next field

C9S

Desktop

Step 78: Business Start Up Information – Number of employees

Enter the number of employees working in Denver.

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https://dgqa.denvergov.org/ebiztax/_/#1

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Previous Step 5 Next Save and Finish Later Cancel

BUSINESS START UP INFORMATION

If business acquisition is selected, be aware that all outstanding taxes are due. Important information regarding Certificate of Taxes Due (CTD) and Personal Property can be found at www.DenverGov.org/Treasury.

| | |
|--|--------------------------------------|
| Date first doing business in Denver | 01-Apr-2014 |
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5,000.00 |
| Business Type | Retail Sales |
| Describe the nature of business (products sold, services provided) | SELL STUFF PEOPLE REALLY WANT TO BUY |
| Number of employees working in Denver | 20 |

CLASSIFICATION [Please select one or all that apply]

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester

Type the number of employees in this field

C9S

Desktop

Step 79: Classification – Select classification

Use your mouse to insert a check in the boxes to all classifications that apply for your business.

Denver's eBiz Tax Center | Treasury Division

https://dgqa.denvergov.org/ebiztax/_/#4

DENVER
THE MILE HIGH CITY

Menu

- Home
- Back
- Help

C9S Toggle Log

Run Date: 30-Apr-2014
Last Request: 81ms
Decode Info

Navigation

- Denver's eBiz Tax Center
- Request New Taxpayer Registration

Business Start Up: Business Acquisition

Date of Sale: 03-Feb-2014

Total Purchase Amount: 50,000.00

Furniture, Fixtures & Equipment Purchase Price: 5,000.00

Business Type: Retail Sales

Describe the nature of business (products sold, services provided): SELL STUFF PEOPLE REALLY WANT TO BUY

Number of employees working in Denver: 20

CLASSIFICATION [Please select one or all that apply]

Action required

- Other
- NAICS
- Cab Driver (Only For Sole Proprietor)
- Mobile Cart Vendor
- Medical Marijuana
- Retail Marijuana
- Medical Marijuana Infused Products
- Medical Marijuana Grow Operations
- Medical Marijuana Tester
- Retail Marijuana Infused Products
- Retail Marijuana Grow Operations
- Retail Marijuana Tester

Use your mouse to insert a checkmark into the boxes that apply to your business

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

If you select 'Other' for the classification, next enter the NAICS code in the next field. If you do not know the NAICS code for your business, click the information icon. Denver's eBiz Tax will timeout after 15 minutes so it is advised you save your registration if you need to leave eBiz Tax to obtain the NAICS code for your business.

The screenshot shows the Denver's eBiz Tax Center registration form at Step 5. The browser address bar shows https://www.denvergov.org/ebiztax/_/#2. The form is titled "BUSINESS START UP INFORMATION" and includes a "Save and Finish Later" button highlighted with a red box. A green callout box with a red exclamation mark points to this button, containing the text: "If you do click on the  icon to search for the NAICS code don't forget to save your registration by clicking the Save and Finish Later button - your session will end after 15 minutes of inactivity and you'll lose your changes!".

The form fields are as follows:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: New Start Up
- Business Type: Retail Sales
- Describe the nature of business (products sold, services provided): SELL STUFF PEOPLE REALLY WANT TO BUY
- Number of employees working in Denver: 20

The "CLASSIFICATION" section has the following options:

- Other: (An information icon  is highlighted with a red box next to the NAICS input field.)
- NAICS:
- Cab Driver (Only For Sole Proprietor):
- Mobile Cart Vendor:
- Medical Marijuana:
- Retail Marijuana:
- Medical Marijuana Infused Products:
- Medical Marijuana Grow Operations:
- Medical Marijuana Tester:
- Retail Marijuana Infused Products:
- Retail Marijuana Grow Operations:
- Retail Marijuana Tester:

A second green callout box points to the information icon next to the NAICS field, containing the text: "If you select Other, click the  icon to find the NAICS code for your business".

A popup window will appear. Click the hyperlink for the NAICS lookup website.

The screenshot shows a web browser window with two tabs: "Denver's eBiz Tax Center" and "Treasury Division". The address bar displays "https://dgqa.denvergov.org/ebiztax/_/#4". The main content area is a form for business registration. The form includes the following fields:

| | |
|--|--------------------------------------|
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5,000.00 |
| Business Type | Retail Sales |
| Describe the nature of business (products sold, services provided) | SELL STUFF PEOPLE REALLY WANT TO BUY |

A popup window titled "NAICS" is overlaid on the form. It contains the following text:

NAICS

North American Industry Classification System

This is the six digit code describing the nature of your business. To find a valid NAICS code, visit www.naicscode.com

A green callout box with white text points to the hyperlink in the popup window:

Click this hyperlink to open a website where you can search for your business' NAICS code

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with four categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Below this is a social media navigation bar with icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. The bottom of the browser window shows the Windows taskbar with various application icons and the system tray.

The NAICS lookup webpage will open in a new internet tab. Conduct your research through this page. Once you have found your NAICS code, return to the eBiz Tax Center.

The screenshot shows a web browser window with three tabs: "Denver's eBiz Tax Center", "Business Activity Code, N...", and "Treasury Division". The "Business Activity Code, N..." tab is highlighted with a red box. The main content area displays the NAICSCode.com "Industry Search" page. A green callout box on the left says "Click the tab for Denver's eBiz Tax Center to return to continue your new business registration". A green callout box at the top center says "NAICS code search website opens in a new internet tab". A green callout box on the right says "Perform your search here". The search page includes a search input field with the placeholder "Enter a keyword, part of a keyword, or a code number.", a "Search >>> Help" button, and two checkboxes: "Match whole words only" and "Combine search terms with OR instead of AND". Below the search area are links for "Business Activity Code FAQ" and "What Can You Find at NAICSCode.com?". The page also features a section for "Axiom on Fair Value" with a description and three bullet points of links, and a "Podcasts" section with two links. On the right side, there is an advertisement for "Dun & Bradstreet @Reports" with a "Start Now" button.

Denver's eBiz Tax Center | Business Activity Code, N... | Treasury Division

Click the tab for Denver's eBiz Tax Center to return to continue your new business registration

NAICS code search website opens in a new internet tab

Perform your search here

NAICSCode.com
Industry Search
NAICS Codes • IRS Business Activity Codes • SIC Codes

Enter a keyword, part of a keyword, or a code number.

Match whole words only
 Combine search terms with OR instead of AND

Search >>> Help

Business Activity Code FAQ
What Can You Find at NAICSCode.com?

Axiom on Fair Value

Click below to get free papers and podcasts on the critical issues facing pension funds and endowments in meeting new standards for valuing illiquid investments

- [Axiom's Corporate Brochure](#)
- [The Three Questions Plan Managers Will Be Asking Their Auditor About Fair Value Determination](#)
- [Five Myths about the Fair Value of Alternative Investments](#)

Podcasts

- [Stanley Feldman On the Five Myths of Alternative Investments](#)
- [Stanley Feldman on Fiduciary Responsibility](#)

Dun & Bradstreet @Reports

dandb.com/Busin...

Get Business Reports from Dun & Bradstreet @. Start Now.

Desktop

Denver's eBiz Tax Center | Business Activity Code, N | Treasury Division

https://dgqa.denvergov.org/ebiztax/_/#4

DENVER
THE MILE HIGH CITY

Menu
Home
Back
H
C
R
L
D
N
D
R
Registration

Business Start Up: Business Acquisition
Date of Sale: 03-Feb-2014
Total Purchase Amount: 50,000.00
Furniture, Fixtures & Equipment Purchase Price: 5,000.00
Business Type: Retail Sales
Describe the nature of business (products sold, services provided): SELL STUFF PEOPLE REALLY WANT TO BUY

NAICS
North American Industry Classification System
This is the six digit code describing the nature of your business. To find a valid NAICS code, visit www.naicscode.com

OK Cancel

Use your mouse to click the OK button

Medical Marijuana Grow Operatio
Medical Marijuana Tester
Retail Marijuana Infused Products
Retail Marijuana Grow Operations
Retail Marijuana Tester

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

C9S

Desktop

Type the NAICS code for your business.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#5. The page features a sidebar with a menu, C9S status, and navigation options. The main content area contains a form for business registration with the following fields:

| | |
|--|--------------------------------------|
| Business Start Up | Business Acquisition |
| Date of Sale | 03-Feb-2014 |
| Total Purchase Amount | 50,000.00 |
| Furniture, Fixtures & Equipment Purchase Price | 5,000.00 |
| Business Type | Retail Sales |
| Describe the nature of business (products sold, services provided) | SELL STUFF PEOPLE REALLY WANT TO BUY |
| Number of employees working in Denver | 20 |

CLASSIFICATION

| | |
|---------------------------------------|-------------------------------------|
| Other | <input checked="" type="checkbox"/> |
| NAICS | <input type="text" value="311812"/> |
| Cab Driver (Only For Sole Proprietor) | <input type="checkbox"/> |
| Mobile Cart Vendor | <input type="checkbox"/> |
| Medical Marijuana | <input type="checkbox"/> |
| Retail Marijuana | <input type="checkbox"/> |
| Medical Marijuana Infused Products | <input type="checkbox"/> |
| Medical Marijuana Grow Operations | <input type="checkbox"/> |
| Medical Marijuana Tester | <input type="checkbox"/> |
| Retail Marijuana Infused Products | <input type="checkbox"/> |
| Retail Marijuana Grow Operations | <input type="checkbox"/> |
| Retail Marijuana Tester | <input type="checkbox"/> |

A green callout box with the text "Type your business' NAICS code in this field" points to the NAICS input field.

FORM FIELD COLOR GUIDE: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), NEEDS CORRECTION (red)

Footer: C9S, Facebook, Twitter, YouTube, Flickr, Newsfeed, Open Data Catalog

Step 80: Classification – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

The screenshot shows the Denver's eBiz Tax Center interface. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#5. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

On the left sidebar, there is a "Menu" section with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". Further down is a "Navigation" section with "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area is titled "BUSINESS START UP INFORMATION". It contains a message: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are navigation buttons: "Previous", "Step 5", "Next" (highlighted with a red box), "Save and Finish Later", and "Cancel".

The form fields include:

- Date first doing business in Denver: 01-Apr-2014
- Business Start Up: Business Acquisition
- Date of Sale: 03-Feb-2014
- Total Purchase Amount: 50,000.00
- Furniture, Fixtures & Equipment Purchase Price: 5,000.00
- Business Type: Retail Sales
- Describe the nature of business (products sold, services provided): SELL STUFF PEOPLE REALLY WANT TO BUY
- Number of employees working in Denver: 20

Below the form is the "CLASSIFICATION" section with the following options:

- Other:
- NAICS: 311812
- Cab Driver (Only For Sole Proprietor):
- Mobile Cart Vendor:
- Medical Marijuana:
- Retail Marijuana:
- Medical Marijuana Infused Products:
- Medical Marijuana Grow Operations:

A callout box with a green background and white text says: "Use your mouse to click Next to move to the next page".

Step 81: Tax Type Information – Selecting tax accounts

On this page you will select the taxes for which your business is applying. By default, occupational privilege tax is already selected. To unselect this tax type, use your mouse to uncheck the box.

The screenshot displays the Denver's eBiz Tax Center interface at Step 6 of the registration process. The browser address bar shows the URL https://dgqa.denvergov.org/ebiztax/_/#5. The page header includes the Denver logo and the text "Denver's eBiz Tax Center - A faster, easier and more efficient way to manage your business." A navigation menu on the left lists "Home", "Back", and "Help". The C9S sidebar shows "Run Date: 30-Apr-2014" and "Last Request: 171ms". The main content area is titled "TAX TYPE INFORMATION" and instructs users to "Select the tax(es) you are applying for." A list of tax accounts is provided, with "A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT" selected (checked box). A green callout box with a red exclamation mark states: "By default, an occupational privilege tax account is selected. Use your mouse to uncheck the box, if needed." Other tax accounts listed include "C. LODGER'S TAX LICENSE", "D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE)", and "E. RETAILER'S USE TAX LICENSE". The footer contains social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog, along with "Stay Informed", "Apps & Tools", "Services", and "Get Help" sections. The "311 FOR INFORMATION & CITY SERVICES" logo is prominently displayed in the bottom right corner.

To find out more information about a particular tax type, click the information icons and a popup description will appear. You can also read the Denver tax guide on a particular tax type by clicking the **Click here** hyperlink embedded within the popup description.

The screenshot shows the Denver's eBiz Tax Center website in a browser window. The URL is https://dgqa.denvergov.org/ebiztax/_/#5. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

The main content area is titled "TAX TYPE INFORMATION" and asks the user to "Select the tax(es) you are applying for. Click on the 'i' icon next to the tax type." There are four options listed:

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT i
- C. LODGER'S TAX LICENSE i
- D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE) i
- E. RETAILER'S USE TAX LICENSE i

A green callout box with white text says: "Use your mouse to click the i icon to find out more information about a particular tax type".

A popup window is open over the "A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT" option. The text in the popup reads: "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). Click [here](#) for more information on occupational privilege tax."

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (green), OPTIONAL (yellow), CALCULATED (grey), and NEEDS CORRECTION (red). Below this are social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. There are also sections for "Stay Informed" (Connect with Denver, Emergency Alerts), "Apps & Tools" (Connect Denver App, 311 Help App), and "Services" (Online Services, Neighborhood Services). A large "311 FOR INFORMATION & CITY SERVICES" logo is in the bottom right corner.

Denver's eBiz Tax will timeout after 15 minutes so it is advised you save your registration if you need to leave eBiz Tax to obtain more information about a particular tax type.

The screenshot shows the Denver's eBiz Tax Center website in a browser window. The URL is https://dgqa.denvergov.org/ebiztax/_/#5. The page title is "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." and "An e-Denver service offering".

On the left sidebar, there is a "Menu" with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". The "Navigation" section includes "Denver's eBiz Tax Center" and "Request: New Taxpayer Registration".

The main content area is titled "TAX TYPE INFORMATION" and includes the instruction: "Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information." There are five options listed:

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT
- B. SALES TAX LICENSE
- C. LODGER'S TAX LICENSE
- D. CONSUMER USE TAX ACCOL
- E. RETAILER'S USE TAX LICENS

Annotations include:

- A red box around the "Save and Finish Later" button.
- A green callout box with a red exclamation mark: "If you do click on the hyperlinks for more information don't forget to save your registration by clicking the Save and Finish Later button - your session will end after 15 minutes of inactivity and you'll lose your changes!"
- A white tooltip for the "i" icon next to "B. SALES TAX LICENSE" with the text: "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 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. If you have registered for sales tax you do not need to file for use tax. Use tax can be reported on the sales tax return. Click here for more information on sales tax." The "Click here" link is also highlighted with a red box.
- A green callout box: "Use your mouse to click the Click here hyperlinks to open up a Denver tax guide on a particular tax type in a new internet tab".

The footer contains social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. It also includes sections for "Stay Informed", "Apps & Tools", "Services", and "Get Help" with the "311 FOR INFORMATION & CITY SERVICES" logo.

A new internet tab will appear containing the tax guide.

Click the tab for Denver's eBiz Tax Center to return to continue your new business registration

Denver tax guide opens in a new internet tab

Denver's eBiz Tax Center (x) | <https://www.denvergov.org> x

g/Portals/571/documents/TaxGuide/Sales%20Tax%20-%2070.pdf

City and County of Denver, Colorado

TAX GUIDE

Topic No. 70

SALES TAX

The Denver Revised Municipal Code (DRMC) imposes a 3.62% sales tax on the purchase price paid or charged on retail sales, leases or rentals of tangible personal property, and on certain services. Taxable services include, but are not limited to, the sale or furnishing of telephone and certain telecommunication services, electricity, steam and natural gas for energy producing purposes, informational, and entertainment services.

Any person making taxable retail sales in Denver is required to be licensed to collect and remit sales tax. Sales tax returns are required to be filed with remittance on or before the 20th day of the month following the close of the taxable period.

Sales tax license applications may be obtained by registering online through Denver's eBiz Tax Center at www.denvergov.org/ebiztax, from www.denvergov.org/treasury, or from the Taxpayer Service Unit of the Treasury Division at 720-913-9400.

The purpose of the sales tax is to generate funds for the payment of expenses of operating and improving the City and its facilities and for the payment of principal and interest due on certain municipal bonds.

A retailer holds sales taxes in trust for the City. These taxes are public funds and the property of the City in the hands of the retailer until paid over to the City.

SPECIAL RATES

The DRMC imposes special tax rates for the following sales at retail:

- A four percent (4%) tax rate is imposed on the sale of taxable food and beverages. Such taxable sales include food and beverages served or furnished by or in any establishment which prepares or serves the food and beverages for immediate consumption.
- A four cent (\$0.04) per gallon tax rate is imposed on the sale of aviation fuel.
- A seven and one quarter percent (7.25%) tax rate is imposed on the rental of automotive vehicles for a period of thirty (30) days or less.

RELATED TAX GUIDE TOPIC

Desktop

Denver's eBiz Tax Center | <https://www.denvergov.org> | https://dgqa.denvergov.org/ebiztax/_/#5

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Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

[Previous](#) **Step 6** [Next](#) [Save and Finish Later](#) [Cancel](#)

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT** ⓘ
Who will file returns?
Select filing frequency:
 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 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. If you have registered for sales tax you do not need to file for use tax. Use tax can be reported on the sales tax return. [Click here](#) for more information on sales tax.
- B. SALES TAX LICENSE** ⓘ
- C. LODGER'S TAX LICENSE**
- D. CONSUMER USE TAX ACCOUNT**
- E. RETAILER'S USE TAX LICENSE**

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Stay Informed
▶ Connect with Denver
▶ Emergency Alerts

Apps & Tools
▶ Connect Denver App
▶ 311 Help App

Services
▶ Online Services
▶ Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Use your mouse to click the x to minimize the popup window

Denver's eBiz Tax Center | <https://www.denvergov.org> | https://dgqa.denvergov.org/ebiztax/_/#5

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A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

[Previous](#) **Step 6** [Next](#) [Save and Finish Later](#) [Cancel](#)

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT** ⓘ
Who will file returns?
Select filing frequency
 I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.
- B. SALES TAX LICENSE** ⓘ
- C. LODGER'S TAX LICENSE** ⓘ
- D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE)** ⓘ
- E. RETAILER'S USE TAX LICENSE** ⓘ

Use your mouse to select the other tax accounts for which you are applying

FORM FIELD COLOR GUIDE: ■ REQUIRED ■ OPTIONAL ■ CALCULATED ■ NEEDS CORRECTION

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Stay Informed
▶ Connect with Denver
▶ Emergency Alerts

Apps & Tools
▶ Connect Denver App
▶ 311 Help App

Services
▶ Online Services
▶ Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Step 82: Tax Type Information – Selecting the filer

In the first field for each tax type you will be asked who will file the returns – either a third party or the business itself. Use your mouse to make a selection from the dropdown menu or by clicking one of the hyperlinks in the popup window.

Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business.

An e-Denver service offering

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT** ⓘ
Who will file returns? 
Select filing frequency
 I want to receive OPT 1 are sent.
- B. SALES TAX LICENSE** ⓘ
- C. LODGER'S TAX LICENSE** ⓘ
- D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE)** ⓘ
- E. RETAILER'S USE TAX LICENSE** ⓘ

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Stay Informed: [Connect with Denver](#), [Emergency Alerts](#)

Apps & Tools: [Connect Denver App](#), [311 Help App](#)

Services: [Online Services](#), [Neighborhood Services](#)

Get Help: **311** FOR INFORMATION & CITY SERVICES

C9S

Denver's eBiz Tax Center | <https://www.denvergov.org> | https://dgqa.denvergov.org/ebiztax/_/#5

DENVER THE MILE HIGH CITY

Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

[Previous](#) **Step 6** [Next](#) [Save and Finish Later](#) [Cancel](#)

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT** ⓘ
Who will file returns? ⓘ
Required
Select filing frequency: Business, Third Party
- B. SALES TAX LICENSE** ⓘ
- C. LODGER'S TAX LICENSE** ⓘ
- D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE)** ⓘ
- E. RETAILER'S USE TAX LICENSE** ⓘ

Use your mouse to click the ⓘ icon for descriptions of the menu choices

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

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Stay Informed
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▶ 311 Help App

Services
▶ Online Services
▶ Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Denver's eBiz Tax Center | <https://www.denvergov.org>

https://dgqa.denvergov.org/ebiztax/_/#5



Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Menu

- Home
- Back
- Help

C9S [Toggle Log](#)

Run Date: 30-Apr-2014
Last Request: 814ms
Decode Info

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

Who will file returns?

Select the tax type information for this business.

| TAX TYPE INFO | Description |
|---|--|
| <input checked="" type="checkbox"/> A. OCCASIONAL | Select if taxes filed by self. |
| <input type="checkbox"/> B. SALES TAX | Accountant, Payroll Company or Other entity are filing taxes on your behalf. |
| <input type="checkbox"/> C. LOCAL | |
| <input type="checkbox"/> D. COUNTY | |
| <input type="checkbox"/> E. REGIONAL | |

Business
Third Party

Use your mouse to make a selection by clicking one of the hyperlinks

Stay Informed

- Connect with Denver
- Emergency Alerts

Apps & Tools

- Connect Denver App
- 311 Help App

Services

- Online Services
- Neighborhood Services

Get Help

311 FOR INFORMATION & CITY SERVICES

Desktop

Note that for occupational privilege tax *only*, if you select 'Third party' the filing frequency will default to 'Monthly.' You CANNOT change the filing frequency to quarterly if 'Third party' is selected.

The screenshot shows a web browser window with the URL https://dgqa.denvergov.org/ebiztax/_/#5. The page is titled "Denver's eBiz Tax Center" and is part of a registration process (Step 6). The "TAX TYPE INFORMATION" section is active, and the user has selected "A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT".

Under "Who will file returns?", the dropdown menu is set to "Third Party". Under "Select filing frequency", the dropdown menu is set to "OPT Monthly". Both dropdown menus are highlighted with red boxes. A green callout box with a red exclamation mark points to the "OPT Monthly" selection, containing the text: "If you select Third Party for an occupational privilege tax account eBiz Tax will default the filing frequency to be monthly - you cannot change the frequency to quarterly".

Other visible elements include a left sidebar with a "Menu" (Home, Back, Help) and "C9S" information (Run Date: 30-Apr-2014, Last Request: 77ms). The footer contains social media links (Facebook, Twitter, YouTube, Flickr, Newsfeed, Open Data Catalog), "Stay Informed" (Connect with Denver, Emergency Alerts), "Apps & Tools" (Connect Denver App, 311 Help App), "Services" (Online Services, Neighborhood Services), and "Get Help" (311 FOR INFORMATION & CITY SERVICES).

If you select 'Business' an additional field will display showing the number of employees – either '10 or more employees' or 'Less than 10 employees.' The selection is based upon the number of employees you entered on the previous screen. The filing frequency will also default according to the number of employees you entered on the previous screen. You CANNOT change the number of employees or the filing frequency if 'Business' is selected.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT ⓘ

Who will file returns? Business

This business has 10 or more employees

Select filing frequency OPT Monthly

B. SALES TAX LICENSE ⓘ

C. LODGER'S TAX LICENSE ⓘ

D. CONSUMER USE TAX ACCOUNT (NO LICENSE FEE) ⓘ

E. RETAILER'S USE TAX LICENSE ⓘ

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed

- Connect with Denver
- Emergency Alerts

Apps & Tools

- Connect Denver App
- 311 Help App

Services

- Online Services
- Neighborhood Services

Get Help

311 FOR INFORMATION & CITY SERVICES

Step 83: Tax Type Information – Selecting the filing frequency

In the second field for each tax type indicate the filing frequency of the returns. Use your mouse to make a selection from the dropdown menu or by clicking one of the hyperlinks in the popup window.

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Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT ⓘ

Who will file returns? Business

This business has 10 or more employees

Select filing frequency OPT Monthly

Yes I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.

B. SALES TAX LICENSE ⓘ

Who will file returns? Business

Select filing frequency Required

Yes I want to receive Sales Tax Returns electronically. I will be emailed when new returns are sent.

C. LODGER'S TAX LICENSE ⓘ

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed

- Connect with Denver
- Emergency Alerts

Apps & Tools

- Connect Denver App
- 311 Help App

Services

- Online Services
- Neighborhood Services

Get Help

311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Denver's eBiz Tax Center | <https://www.denvergov.org> | https://dgqa.denvergov.org/ebiztax/_/#5

DENVER THE MILE HIGH CITY

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[Previous](#) **Step 6** [Next](#) [Save and Finish Later](#) [Cancel](#)

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

- A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT** ⓘ
 - Who will file returns? Business
 - This business has 10 or more employees
 - Select filing frequency OPT Monthly
 - Yes I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.
- B. SALES TAX LICENSE** ⓘ
 - Who will file returns? Business
 - Select filing frequency **Required** ⓘ
 - Yes I want to receive Sales T...
- C. LODGER'S TAX LICENSE** ⓘ

FORM FIELD COLOR GUIDE: REQUIRED (yellow) | OPTIONAL (green) | CALCULATED (grey) | NEEDS CORRECTION (red)

Use your mouse to click the ⓘ icon to find out more information about which filing frequency to select

Stay Informed
Connect with Denver
Emergency Alerts

Apps & Tools
Connect Denver App
311 Help App

Services
Online Services
Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Denver's eBiz Tax Center | <https://www.denvergov.org>

https://dgqa.denvergov.org/ebiztax/_/#5

DENVER THE MILE HIGH CITY

Denver's eBiz Tax Center

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Menu

- Home
- Back
- Help

C9S [Toggle Log](#)

Run Date: 30-Apr-2014
Last Request: 52ms
Decode Info

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

Select filing frequency

Select the tax type information:

| | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> A. OCCASIONAL SALES | Less than \$15/Month in Taxes |
| <input checked="" type="checkbox"/> B. SALES | \$300/Month or More in Taxes |
| <input type="checkbox"/> C. LICENSED BUSINESS | Less than \$300/Month in Taxes |

Previous

Sales Annualy
Sales Monthly
Sales Quarterly

Use your mouse to make a selection by clicking one of the hyperlinks

Facebook | Twitter | YouTube | Flickr | Newsfeed | Open Data Catalog

Stay Informed
Connect with Denver
Emergency Alerts

Apps & Tools
Connect Denver App
311 Help App

Services
Online Services
Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Step 84: Tax Type Information – Selecting to receive returns electronically or in hard copy

In the last field, indicate if you want to receive returns electronically. By default, 'Yes,' is selected. To change the selection, use your mouse to select 'No.' Returns will be sent to you via regular mail.

Denver's eBiz Tax Center | x

https://www.denvergov.org/ebiztax/_/#3

311 Help A to Z Services

Help me find ▾ Neighborhood Services Business Services Visiting Government Online Services

DENVER
THE MILE HIGH CITY

Menu

- Home
- Back
- Help

Navigation

- Denver's eBiz Tax Center
- Request: New Taxpayer Registration

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT ⓘ

Who will file returns? Business ▾

This business has 10 or more employees ▾

Select filing frequency OPT Monthly ▾

Yes ▾ I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.

B. SALES TAX LICENSE ⓘ

Who will file returns? Business ▾

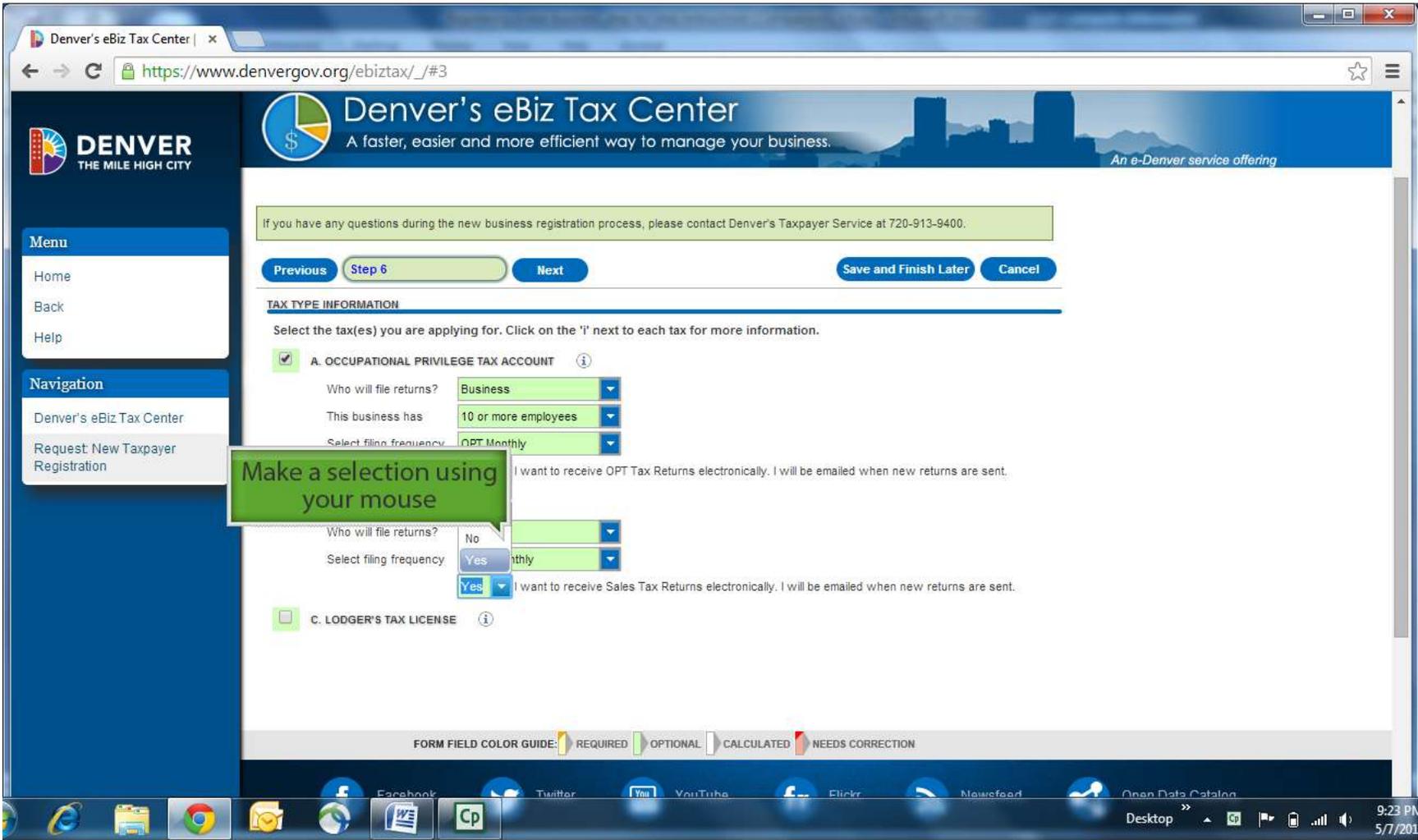
Select filing frequency Sales Monthly ▾

Yes ▾ I want to receive Sales Tax Returns electronically. I will be emailed when new returns are sent.

C. LODGER'S TAX LICENSE ⓘ

Use your mouse to select the dropdown arrow

Desktop 9 5



Make a selection using your mouse

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION

Select the tax(es) you are applying for. Click on the 'i' next to each tax for more information.

A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT ⓘ

Who will file returns? Business
This business has 10 or more employees
Select filing frequency OPT Monthly

I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.

Who will file returns? No
Select filing frequency Yes Monthly
 Yes

I want to receive Sales Tax Returns electronically. I will be emailed when new returns are sent.

C. LODGER'S TAX LICENSE ⓘ

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Step 85: Classification – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

The screenshot shows a web browser window displaying the Denver's eBiz Tax Center website. The page is titled "Denver's eBiz Tax Center" and includes a navigation menu on the left with options like Home, Back, and Help. The main content area is titled "TAX TYPE INFORMATION" and contains a form for selecting tax types. A red box highlights the "Next" button, and a green callout box with a white border contains the text "Use your mouse to click Next to move to the next page".

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 6 Next Save and Finish Later Cancel

TAX TYPE INFORMATION
Select the tax(es) you are applying for. Click on the 'i' icon for more information.

A. OCCUPATIONAL PRIVILEGE TAX ACCOUNT *i*
Who will file returns? Business
This business has 10 or more employees
Select filing frequency OPT Monthly
Yes I want to receive OPT Tax Returns electronically. I will be emailed when new returns are sent.

B. SALES TAX LICENSE *i*
Who will file returns? Business
Select filing frequency Sales Monthly
Yes I want to receive Sales Tax Returns electronically. I will be emailed when new returns are sent.

C. LODGER'S TAX LICENSE *i*

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed
Connect with Denver
Emergency Alerts

Apps & Tools
Connect Denver App
311 Help App

Services
Online Services
Neighborhood Services

Get Help
311 FOR INFORMATION & CITY SERVICES

C9S

Desktop

Step 86: Additional Contacts and Addresses – Contact person’s name

The information on this page is only needed if the contact person, phone or mailing address for the tax licenses for which the business is applying is different than that of the main business contact you entered on page three. Start by typing the full name of the contact person in the first field.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous **Step 7** Next Save and Finish Later Cancel

ADDITIONAL CONTACTS AND ADDRESSES

Enter additional contact information if different from main business contact.

| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
|----------------|------------|------------------------|
| Contact Person | JOHN SMITH | |
| Title | | |
| Business Phone | | |

Enter additional address information if different from main business contact.

| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
|----------------|-------|------------------------|
| Country | | |
| Street | | |
| Unit Type | | |
| Unit Number | | |
| City | | |
| State/Province | | |
| Zip Code | | |

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Step 87: Additional Contacts and Addresses – Contact person’s title

Use your mouse to make a selection from the dropdown menu or by clicking one of the hyperlinks in the popup window.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#5. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

The main content area is titled "ADDITIONAL CONTACTS AND ADDRESSES" and contains the following information:

If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Navigation buttons: Previous, Step 7, Next, Save and Finish Later, Cancel.

Enter additional contact information if different from main business contact.

| | | |
|----------------|-----------------|------------------------|
| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
| Contact Person | JOHN SMITH | |
| Title | [Dropdown menu] | |
| Business Phone | [Required] | |

Enter additional address information if different from main business:

| | | |
|----------------|-------|---|
| Tax Type | SALES | O |
| Country | | |
| Street | | |
| Unit Type | | |
| Unit Number | | |
| City | | |
| State/Province | | |
| Zip Code | | |

FORM FIELD COLOR GUIDE: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), NEEDS CORRECTION (red).

Footer includes social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. Navigation tabs: Stay Informed, Apps & Tools, Services, Get Help.

A tooltip box with a green background and white text reads: "Use your mouse to click the  icon for descriptions of the menu choices". The tooltip points to the 'i' icon in the dropdown menu for the 'Title' field.

Denver's eBiz Tax Center | Treasury Division | https://dgqa.denvergov.org/ebiztax/_/#5

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Menu
Home
Back
Help

C9S [Toggle Log](#)
Run Date: 30-Apr-2014
Last Request: 45ms
Decode Info

Navigation
Denver's eBiz Tax Center
Request: New Taxpayer Registration

Previous

ADDITIONAL CONTACTS

Enter additional contact information:

| Title | |
|----------------------------------|--|
| Filter | |
| CEO | Chief Executive Officer |
| CFO | Chief Financial Officer |
| Controller | Office of the Controller |
| CPA | CPA |
| General Manager | General Manager |
| Individual | Individual Connected to Business Who Does Not Fit the Other Contact Categories |
| Legal Department | Legal Department |
| Main Business | Main Business Information |
| Manager | Manager of the Business |
| Member | Member |
| Office Manager | Office Manager |
| Owner/Officer | Business Owner or, in the Case of a Partnership, the Lead Partner |
| Partner | Partner in Business |
| Payroll Company | Company in Charge of Payroll for the Business |
| Payroll Service | Payroll Service |
| President | President of the Business |
| Secretary | Secretary |
| Tax Department | Tax Department |
| Treasurer | Treasurer |
| Vice President | VP |

FORM FIELD

Use your mouse to scroll through the list using the bar or the arrows

Use your mouse to make a selection by clicking one of the hyperlinks

Facebook | Newsfeed | Open Data Catalog

C9S | Stay Informed | Apps & Tools | Services | Get Help

Desktop

Step 88: Additional Contacts and Addresses – Contact person’s phone number

Type the phone number for this contact person in the next field.

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Previous Step 7 Next Save and Finish Later Cancel

ADDITIONAL CONTACTS AND ADDRESSES

Enter additional contact information if different from main business contact.

| | | |
|----------------|----------------|------------------------|
| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
| Contact Person | JOHN SMITH | |
| Title | TREASURER | |
| Business Phone | (720) 913-9444 | |

Enter additional address information

| | | |
|----------------|-------|--|
| Tax Type | SALES | |
| Country | | |
| Street | | |
| Unit Type | | |
| Unit Number | | |
| City | | |
| State/Province | | |
| Zip Code | | |

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Desktop

Step 89: Additional Contacts and Addresses – Contact person’s mailing address

If the mailing address for a particular tax type is different from the mailing address for the business that you stated on page three then enter it in the bottom section. Use the same techniques as previously described to enter the information.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#5. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

A green notification box states: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this are navigation buttons: "Previous", "Step 7", "Next", "Save and Finish Later", and "Cancel".

The main section is titled "ADDITIONAL CONTACTS AND ADDRESSES" and contains the instruction: "Enter additional contact information if different from main business contact." Below this is a table:

| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
|----------------|----------------|------------------------|
| Contact Person | JOHN SMITH | JOHN SMITH |
| Title | TREASURER | TREASURER |
| Business Phone | (720) 913-9444 | (720) 913-9444 |

Below the table is a red-bordered box containing the instruction: "Enter additional address information if different from main business mailing address." Below this is another table:

| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
|----------------|----------------------|------------------------|
| Country | <input type="text"/> | <input type="text"/> |
| Street | <input type="text"/> | <input type="text"/> |
| Unit Type | <input type="text"/> | <input type="text"/> |
| Unit Number | <input type="text"/> | <input type="text"/> |
| City | <input type="text"/> | <input type="text"/> |
| State/Province | <input type="text"/> | <input type="text"/> |
| Zip Code | <input type="text"/> | <input type="text"/> |

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (green), OPTIONAL (yellow), CALCULATED (grey), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. The footer includes "Stay Informed", "Apps & Tools", "Services", and "Get Help".

Step 90: Additional Contacts and Addresses – Proceed to the next step

When you're finished, click the blue **Next** button appearing halfway up the screen.

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Previous Step 7 **Next** Save and Finish Later Cancel

ADDITIONAL CONTACTS AND ADDRESSES

Enter additional contact information if different from main business.

| Tax Type | SALES | |
|----------------|----------------|----------------|
| Contact Person | JOHN SMITH | |
| Title | TREASURER | TREASURER |
| Business Phone | (720) 913-9444 | (720) 913-9444 |

Enter additional address information if different from main business mailing address.

| Tax Type | SALES | OCCUPATIONAL PRIVILEGE |
|----------------|-------|------------------------|
| Country | | |
| Street | | |
| Unit Type | | |
| Unit Number | | |
| City | | |
| State/Province | | |
| Zip Code | | |

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Step 91: License fees, renewal periods and fee schedule

The first section of this page explains license fees and renewal periods. Any license fees owed by the business and the amount of each license fee will be listed in the second section.

The screenshot shows the Denver's eBiz Tax Center website. The main content area is titled "Denver's eBiz Tax Center" and includes a navigation menu on the left. The main content area is divided into several sections: "LICENSE FEES AND RENEWAL PERIOD", "LICENSE FEE SCHEDULE", and "ACCEPT TERMS". The "LICENSE FEES AND RENEWAL PERIOD" section is highlighted with a red box and contains the following text:

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.

LICENSE FEE SCHEDULE

| TAX LICENSE TYPES | PRO-RATED FEES IF BUSINESS BEGINS | | | |
|-------------------|-----------------------------------|--------------------------|--------------------------|--------------------------|
| | Jan 1, 2014-Jun 30, 2014 | Jul 1, 2014-Dec 31, 2014 | Jan 1, 2015-Jun 30, 2015 | Jul 1, 2015-Dec 31, 2015 |
| Sales Tax | \$50.00 | \$37.50 | \$25.00 | \$12.50 |

This is the license fee amount you owe. Once your application has been approved, you will receive an email notification to log in to Denver's eBiz Tax Center and view your account(s) to pay your licenses fee. You will NOT receive your license until your license fee is fully paid. Applications can take 3-5 business days to process.

Amount Due: \$50.00

The "ACCEPT TERMS" section includes a form field for "Enter your legal name (E-signature)" and a checkbox for "I hereby certify, under penalty of perjury, that the statements made herein are to the best of my knowledge true, correct and complete."

A green callout box on the right side of the page contains the text: "Explanation of license fees and detail of license fees due".

Step 92: Accept Terms – E-signature

In this section you will type your legal name into the field as an electronic signature (e-signature).

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 8 Next Submit Save and Finish Later Cancel

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.

LICENSE FEE SCHEDULE

| TAX LICENSE TYPES | PRO-RATED FEES IF BUSINESS BEGINS | | | |
|-------------------|-----------------------------------|--------------------------|--------------------------|--------------------------|
| | Jan 1, 2014-Jun 30, 2014 | Jul 1, 2014-Dec 31, 2014 | Jan 1, 2015-Jun 30, 2015 | Jul 1, 2015-Dec 31, 2015 |
| Sales Tax | \$50.00 | \$37.50 | \$25.00 | \$12.50 |

This is the license fee amount you owe. Once your application has been approved, you will receive an email notification to log in to Denver's eBiz Tax Center and view your account(s) to pay your licenses fee. You will NOT receive your license until your license fee is fully paid. Applications can take 3-5 business days to process.

Amount Due: \$50.00

ACCEPT TERMS

Enter your legal name (E-signature) Required

I hereby certify, under penalty of perjury, that the statements made correct and complete.

Type your legal name in this field

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Step 93: Accept Terms – Certification

Use your mouse to insert a checkmark into the box.

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If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400.

Previous Step 8 Next Submit Save and Finish Later Cancel

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.

LICENSE FEE SCHEDULE

| TAX LICENSE TYPES | PRO-RATED FEES IF BUSINESS BEGINS | | | |
|-------------------|-----------------------------------|--------------------------|--------------------------|--------------------------|
| | Jan 1, 2014-Jun 30, 2014 | Jul 1, 2014-Dec 31, 2014 | Jan 1, 2015-Jun 30, 2015 | Jul 1, 2015-Dec 31, 2015 |
| Sales Tax | \$50.00 | \$37.50 | \$25.00 | \$12.50 |

This is the license fee amount you owe. Once your application has been approved, you will receive an email notification to log in to Denver's eBiz Tax Center and view your account(s) to pay your licenses fee. You will NOT receive your license until your license fee is fully paid. Applications can take 3-5 business days to process.

Amount Due: \$50.00

ACCEPT TERMS

Enter your legal name (E-signature) Required

I hereby certify, under penalty of perjury, that the statements made herein are to the best of my knowledge true, correct and complete. Must Accept Terms

Use your mouse to insert a checkmark into this box

OPTIONAL CALCULATED NEEDS CORRECTION

Facebook Twitter YouTube Flickr Newsfeed Open Data Catalog

Stay Informed Apps & Tools Services Get Help

C9S

Step 94: Accept Terms – Submitting your new business registration

When you're finished, click the blue **Submit** button appearing halfway up the screen.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#5. The page header includes the Denver logo and the text "Denver's eBiz Tax Center A faster, easier and more efficient way to manage your business. An e-Denver service offering".

On the left sidebar, there is a "Menu" section with links for Home, Back, and Help. Below it is a "C9S" section with "Toggle Log" and "Run Date: 30-Apr-2014". The "Navigation" section includes "Denver's eBiz Tax Center" and "Request New Taxpayer Registration".

The main content area features a navigation bar with buttons for "Previous", "Step 8", "Next", "Submit", "Save and Finish Later", and "Cancel". The "Submit" button is highlighted with a red box. A green callout box with the text "Use your mouse to click Submit" points to the "Submit" button.

Below the navigation bar, there is a section titled "LICENSE FEES AND RENEWAL PERIOD" with a text box containing: "If you have any questions during the new business registration process, please contact Denver's Taxpayer Service at 720-913-9400." Below this is a "LICENSE FEE SCHEDULE" table.

| TAX LICENSE TYPES | PRO-RATED FEES IF BUSINESS BEGINS | | | |
|-------------------|-----------------------------------|--------------------------|--------------------------|--------------------------|
| | Jan 1, 2014-Jun 30, 2014 | Jul 1, 2014-Dec 31, 2014 | Jan 1, 2015-Jun 30, 2015 | Jul 1, 2015-Dec 31, 2015 |
| Sales Tax | \$50.00 | \$37.50 | \$25.00 | \$12.50 |

Below the table, there is a red text box stating: "This is the license fee amount you owe. Once your application has been approved, you will receive an email notification to log in to Denver's eBiz Tax Center and view your account(s) to pay your licences fee. You will NOT receive your license until your license fee is fully paid. Applications can take 3-5 business days to process." Below this, it says "Amount Due: \$50.00".

The "ACCEPT TERMS" section includes a text input field for "Enter your legal name (E-signature)" with the value "JANE DOE". Below this is a checkbox that is checked, with the text: "I JANE DOE hereby certify, under penalty of perjury, that the statements made herein are to the best of my knowledge true, correct and complete."

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (blue), and NEEDS CORRECTION (red). Below this are social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. The footer includes "Stay Informed", "Apps & Tools", "Services", and "Get Help".

Step 95: Confirmation message

A **confirmation** message will display on the next screen which will include a confirmation number.

The screenshot shows a web browser window displaying the Denver's eBiz Tax Center confirmation page. The browser's address bar shows the URL https://dgqa.denvergov.org/ebiztax/_/#6. The page header includes the Denver logo and navigation links such as "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". A left sidebar contains a "Menu" with links to "Home", "Back", and "Help", and a "C9S" section with "Toggle Log" and status information like "Run Date: 30-Apr-2014" and "Last Request: 475ms".

The main content area features a blue banner for "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." Below the banner, a message states: "Your new business registration has been submitted. It may take several days for your registration to be reviewed and processed. Once completed, you will receive an email and be eligible to access your business tax information online." A confirmation number, **0-568-332-288**, is displayed in a red box. A green callout box contains the text: "This is the confirmation page. A confirmation email will follow." Below this, another green callout box says: "To return to the eBiz Tax Center login page, click the Ok button". A blue "Ok" button is highlighted with a red box.

At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" with categories: REQUIRED (yellow), OPTIONAL (green), CALCULATED (grey), and NEEDS CORRECTION (red). Social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog are also present. The bottom of the browser window shows a Windows taskbar with various application icons and the system tray.

Step 96: Logging into eBiz Tax for the first time – Type your username

Once your request for an eBiz Tax profile has been processed you will receive an email with an authorization code. Return to the eBiz Tax login page (www.denvergov.org/ebiztax). Start by typing your username into the first field.

The screenshot displays the Denver's eBiz Tax Center login page. The browser window title is "Denver's eBiz Tax Center" and the address bar shows "https://dgqa.denvergov.org/ebiztax/_/#1". The page header includes the Denver logo and navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". The main content area is titled "Denver's eBiz Tax Center" and includes a "Log In" section with a "Username" field (containing "JDOE") and a "Password" field. A red box highlights the "Username" field. A green callout box states: "Once you receive your confirmation email, return to the eBiz Tax Center log in page and type your username into the first field". Another green callout box states: "Press the Tab key to move to the next field". The "Log In" button is visible below the password field. The footer includes a "FORM FIELD COLOR GUIDE" and social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Step 97: Logging into eBiz Tax for the first time – Type your password

Enter your password into the second field.

The screenshot shows the Denver's eBiz Tax Center website. The browser address bar displays https://dgqa.denvergov.org/ebiztax/_/#1. The page header includes the Denver logo and navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". The main content area is titled "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." Below this, there are three main sections: "Log In", "New User Registration", and "Other Helpful Resources".

The "Log In" section contains the following fields and options:

- Username: JDOE
- Password: [Redacted]
- Authorization Code: [Empty]
- Buttons: "Log In", "Forgot Password?", "Log In"

The "New User Registration" section includes links for "Sign up for online access now!", "Register a new business", and "Continue your registration".

The "Other Helpful Resources" section lists: "Search for Sales Tax Licenses", "Denver Business Tax Information", "Business Personal Property Records", and "Treasury Division".

Two green callout boxes provide instructions:

- "Type your password into the second field" (pointing to the password field)
- "Press the Tab key to move to the next field" (pointing to the authorization code field)

The footer contains a "FORM FIELD COLOR GUIDE" and social media links for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog.

Step 98: Logging into eBiz Tax for the first time – Type your authorization code

Enter the authorization code from your confirmation email into the last field. This will be the only time you will need to enter the authorization code.

From: eBiz Tax - Do Not Reply [<mailto:do-not-reply@denvergov.org>]
Sent: Thursday, May 01, 2014 2:54 PM
To: GenTax Production Support
Subject: Testing: C95 Approved: New Business Registration / Access to Denver's eBiz Tax Center on behalf of: worldclasscityllc@gmail.com

Dear Taxpayer:

Welcome to the City and County of Denver's eBiz Tax Center: A convenient, one stop service for managing and filing your business taxes online.

Your new business application has been approved!

You may now log in and pay the business licensing fees associated with your new business registration:

1) Go to www.DenverGov.org/eBizTax to pay your license fee.
(Please note that you will not receive your license until your license fee has been paid in full.)

2) Enter the following authorization code: **5hp8g4**.
(For added security, the first time you log in you will need to enter this code.)

Please keep this confirmation number for your records: **0-568-332-288**.

Taxpayer Service
Treasury Division
City and County of Denver
www.DenverGov.org/eBizTax

Denver's eBiz Tax Center | https://dgqa.denvergov.org/ebiztax/_/#1 | 311 Help | A to Z Services

Help me find ▾ | Neighborhood Services | Business Services | Visiting | Government | Online Services

Denver's eBiz Tax Center

A faster, easier and more efficient way to manage your business. *An e-Denver service offering*

Menu

- Home
- Back
- Help

C9S

Toggle Log

Run Date: 01-May-2014

Last Request: 52ms

Decode Info

Navigation

Denver's eBiz Tax Center

Take the eBiz Survey

Log In

Look up Denver business tax records, file taxes and make payments online.

Username:

Password:

Authorization Code: **Required**

This code is required when logging in for the first time

Forgot Password?

Log In

New User Registration

Already filing Denver business taxes?
[Sign up for online access now!](#)

Never filed Denver business taxes?
[Register a new business](#)

Need to find a saved registration?
[Continue your registration](#)

What can I do in Denver's eBiz Tax Center?
[Learn more](#)

Other Helpful Resources

- [Search for Sales Tax Licenses](#)
- [Denver Business Tax Information](#)
- [Business Personal Property Records](#)
- [Treasury Division](#)
- [Colorado Department of Revenue](#)

Type the authorization code from your confirmation email into the last field

Need help using Denver's eBiz Tax Center?
[Click here to learn about the one-hour training classes we offer](#)

FORM FIELD COLOR GUIDE: REQUIRED OPTIONAL CALCULATED NEEDS CORRECTION

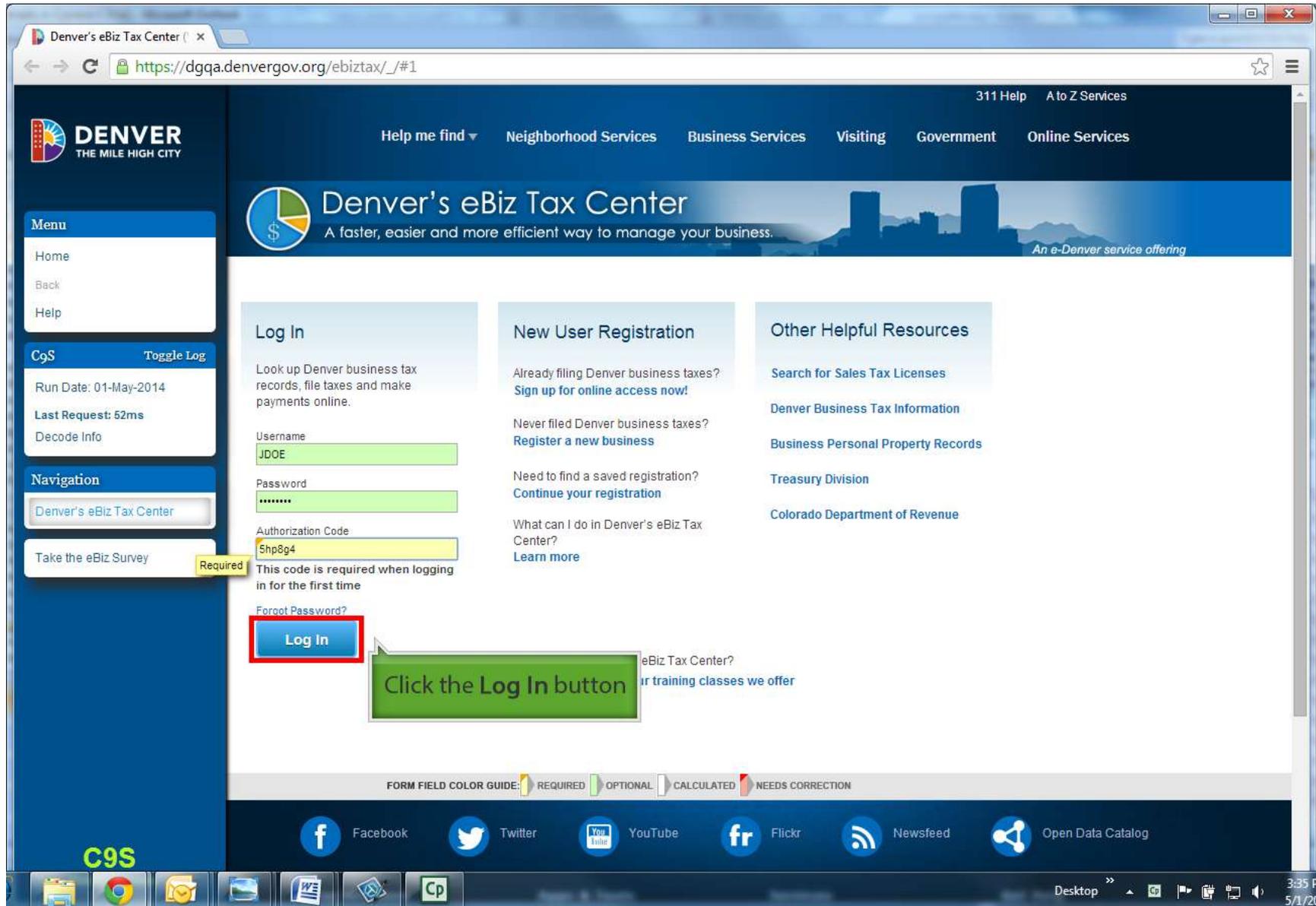
C9S

Facebook | Twitter | YouTube | Flickr | Newsfeed | Open Data Catalog

Desktop | 3:35 P | 5/1/20

Step 99: Logging into eBiz Tax for the first time – Click the Log In button

Click the **Log In** button at the bottom when you're finished to proceed to your home screen.



Step 100: Home screen

You will be directed to your home screen where you can access all your excise tax accounts in order to file returns, pay your taxes and request refunds.

The screenshot displays the Denver's eBiz Tax Center home screen. The browser address bar shows the URL https://dgqa.denvergov.org/ebiztax/_/#2. The page header includes the Denver logo and navigation links: "Help me find", "Neighborhood Services", "Business Services", "Visiting", "Government", and "Online Services". A secondary header contains "311 Help" and "A to Z Services".

The main content area features a large banner for "Denver's eBiz Tax Center" with the tagline "A faster, easier and more efficient way to manage your business." Below this, the user's account information for "WORLD CLASS CITY LLC" is displayed. The "NAMES AND ADDRESSES" section includes:

| WORLD CLASS CITY LLC | | NAMES AND ADDRESSES | | I WANT TO... |
|----------------------|---------|---------------------|-----------------------------------|-----------------------------------|
| Taxpayer Id | 227988 | Trade Name | WORLD CLASS CITY | Make a Payment |
| Balance | \$50.00 | Location Address | 201 W COLFAX AVE # 1009 DENVER CO | Create a Payment Voucher |
| | | Mailing Address | 144 W COLFAX # 2B DENVER CO 80202 | Change Mailing Method for Returns |

The "I WANT TO..." section includes a "Profile" link. Below this, there are tabs for "ACCOUNTS³", "REQUESTS⁰", "MESSAGES¹", and "LETTERS⁰". The "MY ACCOUNTS³" section contains a table with the following data:

| Account Id | Account Type | Name | Frequency | Address | Balance |
|---------------|--------------|------------------|-----------|----------------------------|---------|
| 227988-010044 | Sales Tax | WORLD CLASS CITY | Monthly | 201 W COLFAX AVE DEPT 1001 | 0.00 |
| 227988-070066 | License | WORLD CLASS CITY | Biennial | 201 W COLFAX AVE DEPT 1001 | 50.00 |
| 227988-030033 | OPT Tax | WORLD CLASS CITY | Monthly | 201 W COLFAX AVE DEPT 1001 | 0.00 |

A green box with the text "This is the home screen" is overlaid on the table. At the bottom of the page, there is a "FORM FIELD COLOR GUIDE" and a row of social media icons for Facebook, Twitter, YouTube, Flickr, Newsfeed, and Open Data Catalog. The desktop taskbar at the very bottom shows various application icons and the system clock indicating 3:35 PM on 5/1/2014.