



APPLICATION FOR SALES AND USE TAX LICENSE

INFORMATION ON THIS APPLICATION IS PUBLIC RECORD. PHONE (970) 221-6780 FAX (970) 221-6782

INSTRUCTIONS:

- 1. PLEASE PRINT OR TYPE INFORMATION.
2. SIGN AND RETURN TO: CITY OF FORT COLLINS / SALES AND USE TAX OFFICE
P.O. BOX 580 / 215 NORTH MASON STREET, 2ND FLOOR
FORT COLLINS, CO 80522-0580
3. UPDATE ALL CHANGES IN BELOW INFORMATION ON REGULARLY SUBMITTED TAX RETURNS.
4. NO LICENSE FEE REQUIRED.

INFORMATION ABOUT BUSINESS

IS THIS BUSINESS LOCATED WITHIN THE CITY LIMITS OF FORT COLLINS? YES \_\_\_ NO \_\_\_
TYPE OF BUSINESS: INDIVIDUAL \_\_\_ PARTNERSHIP \_\_\_ CORPORATION \_\_\_ OTHER (SPECIFY) \_\_\_
BUSINESS NAME: CORPORATE NAME:
BUSINESS ADDRESS: MAILING ADDRESS:
CITY STATE, ZIP+4: CITY, STATE, ZIP + 4:
BUSINESS PHONE NUMBER: CORPORATE PHONE NUMBER:
BUSINESS FAX NUMBER: CORPORATE FAX NUMBER:
EMAIL ADDRESS: WEB PAGE ADDRESS:
DATE BUSINESS BEGAN OPERATION WITHIN THE CITY OF FORT COLLINS: NEW: \_\_\_ PURCHASED: \_\_\_
WHAT DO YOU SELL AND/OR SERVICES PROVIDED? RETAIL \_\_\_ WHOLESALE \_\_\_ SERVICE

OWNERS/OFFICERS - IF MORE THAN TWO, LIST OTHERS ON BACK OF FORM

NAME: TITLE:
HOME ADDRESS: DATE OF BIRTH:
CITY, STATE, ZIP + 4: PHONE:
NAME: TITLE:
HOME ADDRESS: DATE OF BIRTH:
CITY, STATE, ZIP + 4: PHONE:

REPORTING FREQUENCY: MONTHLY \_\_\_ QUARTERLY \_\_\_ ANNUAL \_\_\_
QUARTERLY FILING ALLOWED IF TAX COLLECTED IS UNDER \$50.00 PER MONTH. ANNUAL FILING BY PERMISSION ONLY.

PERSON TO CONTACT ABOUT YOUR TAX RETURN: PHONE:
FILING PREFERENCE (IF YOU HAVE MORE THAN ONE LICENSE AND/OR LOCATION): EACH LOCATION \_\_\_ CONSOLIDATED \_\_\_

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: TITLE: DATE:

FOR OFFICE USE ONLY ACCOUNT NUMBER: \_\_\_ REPORTING FREQ: \_\_\_ SIC: \_\_\_ GEO CODE: \_\_\_
PREFILING DATES: \_\_\_ / \_\_\_ / \_\_\_

Note: Issuance of the sales and use tax license does not supersede other City ordinances which may prohibit this type of business operation within the city limits of Fort Collins. Please consult your attorney for guidance.