

Thank you for registering with the Colorado Department of Revenue.

We strongly recommend that you set up your Revenue Online account as soon as possible in order to remain compliant. If you have any questions regarding sales tax in Colorado, then please visit our website colorado.gov/tax and click on "Education and Legal Research" for helpful FYIs, Regulations, Letter Rulings and Statutes. While there, you can also sign up for free Public Sales Tax Classes.

- Having a Colorado Sales Tax License gives you the privilege to purchase non-taxable items-for-resale. Items that you consume in the course of your business are not included in this privilege.
- Your Colorado Sales Tax License must be displayed in a conspicuous place at your physical location.
- Your license must be renewed and the renewal fee paid at the end of the license period ending December 31 of odd-numbered years in order to maintain a valid license. Failure to renew your license will invalidate your license, but it won't automatically close your account. In order to close your account and cease any future liability, you must file form DR 1102 with the Department of Revenue.
- State of Colorado and local jurisdictions.
- Colorado Department of Revenue. Businesses are entrusted with collecting and remitting taxes that belong to the State law requires you to collect sales tax from your customers solely for the purpose of remitting those taxes to the their products are delivered.
- All licensed retailers are required to collect and remit all state-collected sales taxes based on the location where made during the reporting period. Otherwise, the Department of Revenue will assess a non-filer estimate for tax. If no sales were made during the reporting period, you are still required to file a return to report zero sales were.
- *Annual filer* due dates: January 20th following the reporting period end date.
- *Quarterly filer* due dates: April 20th, July 20th, October 20th and January 20th.
- *Monthly filer* due dates: On the 20th day of the month following the reporting period end date.
- To avoid missing due dates.
- Both your sales tax return AND payments are due by the 20th day of the month following the end date of the reporting period in order to avoid any penalty and/or interest. Be sure you know what your filing frequency is in order to account, file electronic returns and submit payments. Paper returns will NOT be mailed to you.
- Use the letter ID above and go to Colorado.gov/RevenueOnline to set up your online access, manage your account, file electronic returns and submit payments. Paper returns will NOT be mailed to you.

Now that you have your license, here's what you need to know:

IMPORTANT INFORMATION

Detach Here

Letter ID: L1515525472

**SALES TAX
LICENSE**

Must collect
taxes for:

DR 0140 (02/16/11)
DEPARTMENT OF REVENUE
DENVER CO 80261-0013

THIS LICENSE MUST BE POSTED AT THE FOLLOWING LOCATION
IN A CONSPICUOUS PLACE: 39 N MAIN ST BRIGHTON CO 80601-1624

USE ACCOUNT NUMBER		36974781-0000	
for all references		12-0008-005 L 041518	
county	city	industry	type
ADAMS			
LIABILITY INFORMATION		ISSUE DATE	
RTPD/CD		Jan 06 20	
LICENSE VALID TO		2021	
DECEMBER 31			

**THIS LICENSE IS NOT
TRANSFERABLE**

Executive Director
Department of Revenue



ON PINS & NEEDLES
ATTN: ANNA VERBEEK
39 N MAIN ST
BRIGHTON CO 80601-1624