



Special Event Sales Tax Return

City of Littleton
2255 West Berry Ave.
Littleton, Colorado 80120

Special Event License #: SE- _____

Business Name: _____

Mailing Address: _____
Street City State Zip Code

Event Name and Location: _____

Date(s) of Event: _____ Taxes are due the 20th of the month following the event.

Amount of Taxable Sales in City of Littleton:	
City of Littleton Tax Rate:	x 3.75%
Tax Due to City of Littleton:	
Vendor Fee Credit: (2.5% of Tax Due to City of Littleton)	
Total Tax Due to City of Littleton:	

I hereby certify, under penalty of perjury, that the statements made herein are to the best of my knowledge true and correct.

Print Name/Title Phone Number

Signature Date

EXAMPLE:

Taxable Sales		\$1,000.00 (This should be the total sales less tax collected - no deductions for show expenses)
Tax rate	3.75%	\$37.50 (tax computed at 3.75% (.0375) of taxable sales)
Vendors Fee	2.50%	\$0.94 (the Vendors fee is 2.5% (.025) of the tax for timely filed returns)
Tax Due		<u>\$36.56</u> (This is the net due after subtracting the vendors fee from the tax computed)

General Information

- ✓ If no taxes are due Indicate "No Sales" or "Zero Amount Due" on the return.
- ✓ Do not include taxes collected on behalf of the State of Colorado.
- ✓ Vendor fee credit can only be taken on returns filed on time.
- ✓ Mail form and payment to:

City of Littleton
Tax Department
2255 West Berry Ave.
Littleton CO, 80120

- ✓ Questions? Please email salestax@littletonco.gov or call 303-795-3768.