



October 31, 2019

Dear Taxpayer,

Thank you for doing business in the City of Brighton!

¡Gracias por hacer negocio en la Ciudad de Brighton!

The 2020-2021 license renewal form is now available. Please follow the instructions on the form in order to renew your sales tax license with the City. After receiving the completed form and payment your sales tax license and tax returns (if requested) will be mailed to the address indicated on the form. ***Please note that the \$10.00 renewal fee cannot be paid online and/or via credit card. If you are making a payment we ask that you please mail a check payable to City of Brighton along with the completed renewal form in order to ensure proper processing. If you are not making payment the form can be e-mailed.***

We are also pleased to announce that ***online filing will soon be available!*** The City of Brighton has contracted with SalesTaxOnline to provide online filing services for our general sales tax return (please note you will not be able to file lodging tax and Prairie Center returns online). ***We expect this option to become available within the next few months.*** Taxpayers will be contacted with further information when this option becomes available.

We wish you continued success with your business!

¡Le deseamos mucho éxito con su negocio!

Sincerely,

City of Brighton Sales Tax Division

303-655-2041

SalesTax@Brightonco.gov



**Return Form with \$10.00 fee by
November 29, 2019 to:
City of Brighton
Attention: Finance - Sales Tax
500 South 4th Avenue
Brighton, CO 80601**

2020 - 2021 Sales Tax License Renewal Form

The Renewal fee is \$10.00. Renewed sales tax licenses will be valid January 1, 2020 through December 31, 2021.

Sales Tax License Number: _____ Filing Frequency: Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/>	**If business ceased operations in the City, please provide the closing date: _____
--	--

***If the business closed or no longer operates in the City of Brighton please indicate the closure date above, and e-mail without payment to salestax@brightonco.gov.*

Check this box if you DO NOT need the City to mail you copies of the Sales Tax Return <input type="checkbox"/>

ENTER CURRENT INFORMATION BELOW TO RENEW LICENSE

Business Name (or sole proprietor name):		Trade Name – DBA (Doing Business As):	
Business Address (No PO Box Please – include Unit # if applicable)		City:	State:
Mailing Address (If different than above)		City:	State:
FEIN #:	State License #:	Business Description:	
Business E-mail:		Business Phone:	
Tax Preparer Name:	Tax Preparer Phone #:	Tax Preparer E-mail:	
Is the business a mobile business? (I.e. food truck, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No		Is the business based in a residential home? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Did the business renovate in 2018-2019? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A – Based Outside City Limits If yes, explain:		Did the business change ownership in 2018-2019? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Acknowledged and agreed to by:

Signature of Owner or Officer:	Title:	Date:
---------------------------------------	---------------	--------------

Sales Tax Contact
 E-mail: SalesTax@Brightonco.gov
 Phone: 303-655-2041

¡Hablamos español! Si necesita ayuda en español para llenar esta forma o si tiene dudas acerca de los impuestos sobre ventas de la Ciudad de Brighton, favor de mandarnos un correo electrónico, llamarnos o visitarnos en persona. Estamos aquí para ayudarle.