

Application Fee is
\$15.00/Year.
Due January 1st of
each year.

Town of Westcliffe

Late Fee \$25.00 after
February 15th of
each year.

Sales Tax License Application

Business Name: _____

DBA or Trade Name: _____

Business Physical Address: _____

Business Owner contact Information: Colorado State Sales Tax #: _____

Name(s) _____

Business Mailing Address: _____

Business Phone: _____ Cell Phone: _____

Email: _____ Website address: _____

***Please choose one of the following for correspondence regarding your Sales Tax License.
Please provide the below information:***

Phone: _____

Email: _____

Mail: _____

Do you: own the building lease rent Length of lease / rental: ____ month(s) ____ year(s)

Property Owner contact information:

Name(s) _____

Mailing address: _____

Bus. Phone #: _____ Cell Phone : _____ Email: _____

Type of business: (check all that apply)

Restaurant Wholesale Construction Manufacturing

Retail (what type of retail products will be sold)? _____

Service (what type of services are provided)? _____

Other (explain) _____

Number of full time employees: _____ Part time employees _____ Business owner(s) _____

Inspections may be required:

Electrical Plumbing Fire Health Other _____

Certificate of Occupancy

Signature(s) of Business Owner(s)

Date

**Business owners must provide a copy of their State Sales Tax License to the
Westcliffe Town Clerk with a new License Application
Please return applications to: 305 Main St. Westcliffe, CO. 81252**