



**Department of Finance**  
Treasury Division

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SUBJECT: Special Events - Sales Tax Registration

Dear Exhibitor:

Denver, as a "Home Rule City," collects and administers its own taxes. A Denver Sales Tax Special Event registration is required, in addition to any other regular City or State license you may already have. If you do not have a current regular Denver sales account number, and will be making retail sales at the event, you are required to register prior to the event. Registration and sales payments may be submitted by visiting our website at [www.denvergov.org/ebiztax](http://www.denvergov.org/ebiztax).

Vendors that participate in an event that has multiple-event dates are required to register for each month that they participate.

This is not a multiple event license and is only valid for the specific event and month in which you participate. If you participate in multiple events throughout the year at various locations, each event requires a separate registration. If you have a current regular Denver sales account number, please be sure to indicate your account number on the Application/Registration form. Report any sales made at the event on your regular sales tax return.

Denver's tax rate is **5.15%** for non-food items and **4.00%** for food and beverages sold at retail. Additionally, the State of Colorado imposes 4.0% tax.

If you have any questions, please do not hesitate to contact me.

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