

FAQ – City of Longmont Sales & Use Tax

Q. What is the City tax rate?

A. The current combined rate for a retail sale in Longmont is 8.175%. Here is the breakdown.

State	2.900%
RTD	1.000%
Cultural District	0.100%
Football District	0.100%
Boulder County	0.80%
Longmont	<u>3.275%</u>
	8.175%

Q. What do I need to do to start a business in Longmont?

A. You must obtain a Sales and Use Tax License for the City of Longmont. Any person, company or other entity must have this license to do business in the City of Longmont. The license is required even if there are no taxable sales. If the business is located at a site other that is not zoned Commercial, such as a home a Home Occupation form will also be required.

Q. How do I obtain a City of Longmont Sales and Use Tax License?

A. You will need to obtain and fill out an application for the license, submit it to the Sales Tax Division at the Civic Center. An application can be obtained by calling 303-651-8672 or going to the City Web site www.ci.longmont.co.us

Q. Is there a cost for the Sales and Use Tax License?

A. Yes, there is a \$25.00 one time fee for the license. There is no renewal fee. The license is good until cancelled by the owner.

Q. Do I need any other licenses?

A. The Longmont City Clerk's office issues licenses for specific industries. They can be reached at (303) 651-8648. You should also contact the State Department of Revenue at (303) 232-2419 for information regarding any State licensing requirements.

Q. When will I receive my City license?

A. In about 10 working days from the time the Sales Tax Division receives your completed application.

Q. When filling out my return do I round to the nearest dollar?

A. Use dollars and cents when completing the City of Longmont Sales & Use Tax return.

Q. Does the City provide a listing of new businesses to the area? If so, is there a cost?

A. Yes, the City does provide a listing of new businesses. Photocopy lists cost \$0.15 per page. Email copies are sent at no cost. Please call 303-651-8672 to be put on the email list.

Q. Do I have to file a return for periods that had no sales?

A. A return must be filed for every period even if no tax is due or sales made.

Q. If I am a contractor, and all of the taxes are paid on the building permit, why do I have to obtain a Sales & Use Tax license?

A. The City Code says that if you are "Engaged in business" in the City of Longmont you must have a Sales & Use Tax license.

Q. If I am in a service business, and do not sell tangible personal property, why do I have to obtain a Sales & Use Tax license?

A. The City Code says that if you are "Engaged in business" in the City of Longmont you must have a Sales & Use Tax license.