USE TAX RETURN

Period Covered:
Due Date of Return:
Customer ID:

Business Name
DBA
Address 3
Mailing Address 1, Mailing Address 2
City, State Postal

This form is specific to this business location:
Location #, DBA
Bill to Address 1, Bill to Address 2

- Itemized report of taxable property or services where sales tax was **NOT** paid at the time of purchase.
- Additional sheets other than this form may be attached if needed.
- Return must be filed even if no use tax is due.
- Failure to return this form may result in assessment of estimated tax due.
- Checks or money orders payable to the City of Colorado Springs.

A.) Date of purchase	B.)Name of vendor	C.)Description of property purchased	D.)Purchase price total
Ex. 1/1/2014	*Taylor Copiers*	*Copier and fax machine (did not charge me sales tax)*	*$1500.00*

Total of purchase price, the sum of column D:	$
Total multiplied by	X 3.12%
Use Tax Due=	$
Late filing _____ x 10.0% penalty=	
Late filing _____ x 0.5% interest=	
Total due and payable:	$

CITY OF COLORADO SPRINGS

City of Colorado Springs
Sales Tax
Department 2408
Denver, CO 80256-0001

Tel: 719-385-5903, Fax: 719-385-5291
Email: salestax@springsgov.com

Signature: _____
Printed Name: _____
Title: _____
Phone _____ Date _____