City and County of Broomfield

Sales Tax Administration

ONE DESCOMBES DRIVE BROOMFIELD, CO 80020 303-464-5811
720-294-9825 (fax)

REFUND CLAIM: FOR SALES TAX PAID

1) This claim form must be accompanied by **supporting documentation** of sales tax paid to a BROOMFIELD vendor. Include copies of sales invoices, receipts, building permits, etc., or any other documentation that proves the amount of tax paid.
2) If this claim is for sales tax paid, where you have previously paid Local Use Tax on a building permit, we will limit the refund to the amount of Use Tax paid and receipted on the permit. We do not refund State or RTD sales tax, as those taxes are not "pre-paid" on the building permit.
3) Claims for local sales tax paid to other jurisdictions will not be accepted. You must file with the other jurisdictions.
4) This claim form must be signed and dated by the taxpayer. If the taxpayer is a corporation, the claim must be signed with the corporation name, followed by the signature and title of the officer having the authority to sign for the corporation. Incomplete forms will not be processed.

1) _____
Taxpayer Name

2) _____
Taxpayer DBA (If applicable)

3) _____
Mailing Address

4) _____ City 5) _____ State 6) _____ Zip code

7) _____ Original Amount Paid 8) _____ Correct Amount 9) _____ Refund Requested

10) Reason for claim: Supporting documentation **must** be attached:

11) I declare under penalty of perjury in the second degree that this claim, including all attachments, is true and correct to the best of my knowledge:

12) _____ Signature Date 13) _____ Signature of Preparer (if other than taxpayer)

14) _____ Title 15) _____ Telephone # Fax #

16) _____ Name of Firm: 17) _____ Telephone # Fax #

18) _____ Email address 19) _____ Date