DR 0140 (02/16/11) DEPARTMENT OF REVENUE **DENVER CO 80261-0013**

> Must collect taxes for: SALES TAX LICENSE

STATE COUNTY COLORADO

ADAMS

RTD/CD

110108

USE ACCOUNT LIABILITY INFORMATION ISSUE DATE NUMBER for all references unty city industry type

12-0206-022

28 15

THIS LICENSE MUST BE POSTED AT THE FOLLOWING LOCATION IN A CONSPICUOUS PLACE: ANSCHUTZ MEDICAL CAMPUS AURORA CO 80045

01825182-0002

2017 THIS LICENSE IS NOT **TRANSFERABLE**

LICENSE VALID

TO DECEMBER 31

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REGENTS OF THE UNIVERSITY OF COLOR ATTN: WEI WAN PO BOX 173364 CAMPUS BOX 129 **DENVER CO 80217-3364**

Department of Revenue

Detach Here



Letter Id: L1991356448

Important Verification Process

If you are new to Colorado sales tax visit: www.Colorado.gov/revenue/salestaxbasics

VERIFY that all information on your sales tax license is correct. Modify and update any errors you identify on the Internet through Revenue Online. Access your tax account, file returns, submit payments, verify sales tax licenses and view sales tax rates through Revenue Online at www.Colorado.gov/RevenueOnline

All the information you need to register is on this document; have it with you before you begin. Follow these easy steps.

- 1. Go to www.Colorado.gov/RevenueOnline
- 2. Click on the Sign Up (Individual or Business) link on the right.
- 3. Click on Continue.

Now click on: Enter Taxpayer Information. Click on the down arrow in the Account Type list and select Other. Use the first 8-digits of the account number shown on your license. Complete the rest of the screen.

Next click on: Enter Login Information and complete the screen (this is information YOU get to create for the account).

Next click on: Enter Account Information and complete the screen.

Your Letter ID is: L1991356448

Then click the Submit button. You will see a confirmation page on your screen. You should receive a confirmation email from the Colorado Department of Revenue. If you do not, check your Junk email folder. Once you have your Authorization Code return to Revenue Online via the link in your email. Enter the Login ID and Password you created.

- 1. Click on the Login button.
- 2. Enter the Authorization Code from your email (first time only).
- 3. Click Login. You should then be in your account. NOTE: If you have additional tax types registered under the same Account Number, such as withholding, you will be able to view those tax types through the account. You do not need to create separate Login IDs and Passwords for each tax in your account.

Filing Returns

To file a return, go to Revenue Online (www.Colorado.gov/RevenueOnline). You must file a return for each reporting period. If you have no tax to report, file a "zero" return. Tax reporting and payment are your responsibility. To avoid late penalties and interest, file online on or before the due date. If you discontinue sales, you may close your business location through Revenue Online.

Learn more and avoid unnecessary errors by attending our free sales tax classes! Sign up at www.TaxSeminars.state.co.us