PUEBLO COUNTY MARIJUANA RETAIL SALES TAX RETURN

Pueblo County Budget & Finance Office
215 W 10th Street, Ste 217
Pueblo, CO 81003
MJTaxes@co.pueblo.co.us

Business Name: _____

State Tax ID: _____

Gross Retail Marijuana sales for the period _____:
Month/Year

1	Gross sales of Retail Marijuana		$ _____
2	Deductions (explain_____ _____)	-	$ _____
3	Net Taxable Sales *(line 1 minus line 2)*	=	$ _____
4	County retail sales tax rate	X	0.035
5	Gross County Sales tax *(line 3 multiplied by line 4)*	=	$ _____
6	Sales Tax Vendor's fee: If taxes are paid on time, enter result of multiplying line 6 by 0.0333; if taxes are paid late enter zero	-	$ _____
7	Total County Sales Tax *(line 5 minus line 6)*	=	$ _____
8	Penalties, interest or late fees	+	$ _____
9	Tax Due *(line 7 plus line 8)*	=	$ _____

I hereby certify, on behalf of the establishment remitting the tax and under penalty of perjury, that the statements made herein are to the best of my knowledge true and correct and that the amounts listed below accurately reflect the full amount of tax due to Pueblo County.

_____   _____   _____
Signature   Date   Phone #

_____   _____
Printed name   Title

Please provide any additional information, i.e. business status changes, contact changes, etc. :

NOTE: Unless otherwise permitted by the Designated Agent, this return is not complete without being accompanied by a copy of the licensee's point-of-sales report for the same month.

PROCESS FOR PAYING PUEBLO COUNTY RETAIL MARIJUANA SALES TAX

1. Retail Marijuana Sales Taxes are due the 20th of every month for sales made the previous month.
2. The Sales Tax return should be prepared using your point-of-sale system that shows total sales for the previous month.
3. Payment by check or money order is preferred; payment must be postmarked by the 20th of the month and mailed to Pueblo County Budget & Finance; 2015 W 10th Street, Ste 217; Pueblo, CO 81003.
4. Cash payments will be accepted on the business day closest to the 20th of the month as well as the 2 proceeding business days during business hours of 8-11:30 a.m. and 1-4:00 p.m. Bring payment to the Pueblo County Courthouse, 215 W 10th Street, 2rd floor room 217 (Finance and Budget Department).
5. To make payment at other times, please make an appointment by calling 583-6554 or by emailing mjtaxes@co.pueblo.co.us
6. The collection dates calendar and forms will be posted on the County Web Site http://county.pueblo.org under "departments/budget and finance/recreational marijuana sales and excise tax".
7. Accompany payment with a completed, signed sales tax return and a copy of the point-of-sales report (i.e. cash register tape).

Questions? Email mjtaxes@co.pueblo.co.us