



Do it all online: *File and pay your taxes.*  
*Manage your account(s).*



## 1 — General Information

1a. Social Security Number (SSN) (required for individual sole proprietor)      Federal Employer Identification Number (EIN) (required for all entities other than sole proprietor)

<input style="width: 100%; height: 20px;" type="text"/> - <input style="width: 100%; height: 20px;" type="text"/> - <input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/> - <input style="width: 100%; height: 20px;" type="text"/>
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1b. Existing Sales Tax Account Number (required for all accounts, if issued)

S T C

1c. Name of Business Entity - PRINT <small>If you are a sole proprietor, write your name here</small>			Daytime phone number
Owner's street address			Cell phone number
City	County	State	ZIP code
Business website address (URL)			

## 1d. Certain Sales Activities

Mark "yes" for each question below that applies to any of the outlets you are reporting:

- a. Will you have sales of **grocery food**? .....  Yes     No
- b. Will you sell motor vehicles, aircraft, watercraft, manufactured homes, modular homes or mobile homes in municipalities imposing the resort communities tax? .....  Yes     No
- c. Will you have **retail sales of new tires**? .....  Yes     No
- d. Are you a **restaurant**? .....  Yes     No
- e. Will you **rent motor vehicles** to customers for 30 days or less? .....  Yes     No

## 2 — Additional/New Business Locations

▶ <b>DBA/Business Name</b> Business or trade name at this physical location		Business start date for this location		<b>Office Use Only</b> County <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> City Code <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> SIC Code <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> USTC SIC <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> NAICS <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> <small>a. G    b. X    c. W    d. T    e. F    f. L</small>			
Physical street address of business (P.O. Box not acceptable)		Business telephone number					
City	County	State	ZIP code				
<b>Required:</b> Local Utah government issuing business license for this location							
<b>Business Description</b> If business or product is different from main business location, describe here for this location							
<b>Lodging Services:</b> Will you provide motel, hotel, trailer court, campground or other lodging services at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No							

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<b>▶ DBA/Business Name</b> Business or trade name at this physical location		Business start date for this location		<b>Office Use Only</b>						
Physical street address of business (P.O. Box not acceptable)		Business telephone number						County	[ ][ ]	
City	County	State	ZIP code					City Code	[ ][ ][ ]	
<b>Required:</b> Local Utah government issuing business license for this location								SIC Code	[ ][ ][ ][ ]	
<b>Business Description</b> If business or product is different from main business location, describe here for this location								USTC SIC	[ ][ ][ ][ ]	
<b>Lodging Services:</b> Will you provide motel, hotel, trailer court, campground or other lodging services at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No				NAICS	[ ][ ][ ][ ][ ][ ]					
				a. G	b. X	c. W	d. T	e. F	f. L	

<b>▶ DBA/Business Name</b> Business or trade name at this physical location		Business start date for this location		<b>Office Use Only</b>						
Physical street address of business (P.O. Box not acceptable)		Business telephone number						County	[ ][ ]	
City	County	State	ZIP code					City Code	[ ][ ][ ]	
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<b>Lodging Services:</b> Will you provide motel, hotel, trailer court, campground or other lodging services at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No				NAICS	[ ][ ][ ][ ][ ][ ]					
				a. G	b. X	c. W	d. T	e. F	f. L	

### 3 — Authorized Signature

Signature of Authorized Applicant or Owner (Application will not be accepted without original signature)

Date



## Additional Business Locations for Sales Tax Accounts

### General Information

Use this form to register additional business locations for a new or existing sales tax account.

### Instructions

- 1a. You must provide a valid Social Security Number or Federal Employer Identification Number.
- 1b. If you are already registered with the Tax Commission and you are adding locations to an existing sales tax account, you must also provide your Sales Tax Account Number.
- 1c. You must provide the owner's name, daytime phone number, street address (PO Box not acceptable), city, county, state and ZIP.
2. You must provide all information for each location:
  - DBA/business name
  - Business telephone number
  - Physical street address of business
  - City, County, State and Zip code
  - Local government issuing business license
  - Business description, if business or product is different than at the main business location
3. An authorized applicant or owner must sign this form.

Return the completed form to the Tax Commission at the following address:

**Master File Maintenance  
Utah State Tax Commission  
210 North 1950 West  
Salt Lake City, UT 84134-3310**