



A

Do you need to apply for a Sales and Use Tax License?

Please answer the following questions:

1. Do you provide and charge customers for any of the following services or items?

- Guide services
- Access onto land
- Equipment sales or rentals
- Meals prepared by you
- Lodging provided by you

Yes / No

2. Do you currently have a Sales and Use Tax License?

Yes / No

If Yes, write your account number on the Summary.

If you answered “Yes” to Question 1, and “No” to Question 2, you must become licensed to report sales tax on your sales of taxable services and/or items. Please complete form **TC-69, UTAH STATE BUSINESS AND TAX REGISTRATION**, and send it in together with your completed self-review package. Form TC-69 is not included in this packet, but may be found online at www.tax.utah.gov/forms/current/tc-69.pdf.

In Section 7a of Form TC-69, you are asked, “**When will you start selling or making purchases?**” Please put **7/1/2014**. In Section 7e, check box 1 or 2 if you have at least one fixed business location. Check box 5 if you provide guide services that begin somewhere other than a fixed business location.

After becoming licensed, you will be required to regularly file a Sales and Use Tax Return (Form TC-62S or TC-62M).

B

Checklist:

Please complete and return the following documents in the envelope provided, or email to selfreview@utah.gov:

- Form titled **Worksheet** for each location where additional tax is due.
- Form titled **Summary**.
- Check payable to “Utah State Tax Commission” for payment of computed tax and interest due, if applicable.
- Form titled **Checklist & Questionnaire**.
- Form **TC-69, UTAH STATE BUSINESS AND TAX REGISTRATION**, if applicable.

C

How can we do better?

In order to serve you better we would like you to evaluate your experience with this Self-Review:

1 ... 2 ... 3 ... 4 ... 5 ... 6 ... 7 ... 8 ... 9 ... 10
Poor Excellent

Any comments on how we could improve this Self-Review process would be appreciated.
