

City of Longmont sales tax division Q & A for businesses and compliance with Sales & Use tax obligations*

What are my sales & use tax responsibilities to the City of Longmont?

If you or your business is engaged in business in the City, it is your responsibility to file applicable sales and use tax returns and remit payment to the city for these taxes, including providing the city with up-to-date contact information. Chapter 4.04 of the Longmont Municipal Code provides information on taxable items and applicable exemptions.

What happens if my business has not filed a City of Longmont sales & use tax return?

If the City of Longmont has determined that you are engaged in business in the city and are required to pay applicable city sales and use taxes, your business may receive a notice of non-filer from the City of Longmont reminding you of your tax obligations to the city.

What happens if my business has filed with the City of Longmont, but the correct sales and use tax was not paid?

Your business may receive delinquent notification from the City of Longmont sales tax division in the form of a call, email or physical visit to your business.

What can happen if my business does not file or make required payments?

Your business will receive an estimated assessment from the city through mail, which will include sales and use tax owed, interest, and penalties as provided by law.

After receiving an assessment from the City of Longmont; what happens if I still don't file my returns, make payments or communicate with the City of Longmont Sales Tax Division office?

A final determination assessment and demand for payment within 30 days will be sent to your business by certified mail and followed up with by an email, call, and/or a personal visit to the business offices by City staff.

What happens if my business does not pay the demand for payment within the 30-day period?

The City may record a tax lien with the County as it relates to your real and tangible personal property.

What is the next step for my business after a lien has been issued?

As provided by law, the City's finance department may issue a distraint warrant directing appropriate city staff to seize certain personal property to satisfy the amount owed. Such personal property will be sold at public auction and applied to the amount due.

What are my options after a distraint warrant has been issued?

At any time prior to a public auction, you have the opportunity to pay off any City tax owed, including interest, penalties, and collection costs. If full payment is received by the City, the personal property will be restored to the business owner. If payment arrangements have not been made with the city, the city will move forward with public auction.

Are there other consequences for failure to pay applicable City sales and use taxes?

In addition to the remedies described above, the City does not waive and expressly reserves the right to commence further legal proceedings as provided by law.

**The following Q and A is provided as informational only and is not intended to constitute legal advice.*