



ARIZONA DEPARTMENT OF REVENUE
Transaction Privilege Tax Application (Short Form)
 License Compliance Unit • 1600 W Monroe, Rm 620 • Division Code 16 • Phoenix, AZ 85007

To Register, File and Pay online, go to
www.aztaxes.gov

The simplified application is used for transient vendors. Each section below must be completed, to receive the license. For licensing questions on transaction privilege or withholding taxes, call (602) 716-6438.

Return the completed application with appropriate fees to: License Compliance Unit, Arizona Department of Revenue, 1600 W Monroe, Rm 620, Division Code 16, Phoenix, AZ 85007.

Incomplete applications will not be processed. All required information is designated with asterisk *

Business Information			
Do you have Arizona employees? (Check One) Yes <input type="checkbox"/> No <input type="checkbox"/>		Type of ownership * (Check One) <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (State and Date of Incorporation):	
Legal business name *		Social Security Number or FEIN *	
Business (or DBA) name *		Business Start Date *	
Business phone (Include area code) * ()	E-mail address	Location and Date of events / swap meets	
Mailing address (street, route, or PO Box) *		City	State Zip Code
Primary Location of Business (Physical address) <i>No license will be issued without this information *</i>		City	State Zip Code
Is your business located on an Indian Reservation? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please tell us which one _____			
Description of Business *			

Owners / Partnerships / Corporation Officers Identification					
Social security number *	Name *	Title*	% Owned *	Complete residence address *	Area code & phone number *
					()
					()

Please check the months in which you intend to do business in Arizona											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec

Taxpayer's Signature * _____ Date _____

License Fees

Make Checks Payable to the Arizona Department of Revenue

Do Not Send Cash

City codes for cities where you will be doing business

(See reverse side for list of cities for which taxes are collected)

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State fees \$12 X No. Loc. _____
Total city fees _____
Total fees due _____

Instructions

This Short Form Application is Intended for Use by Vendors at Transient Selling Events Such as Fairs, Special Events, Shows and Swap Meets

- Do you have employees? Check yes if you employ individuals in the state of Arizona. If you do not have employees or only have immediate family members who assist you during a special event or at a swap meet, check no.
- Type of ownership Check as applicable. Corporations and partnerships must provide the federal employer identification number.
- Legal business name or owner name and Enter the individual's and spouse's name if **Individual** was selected for ownership type. Enter all partner's names if **Partnership** was selected for ownership type. Additional owners may be listed on a separate sheet attached. Enter the organization name owning or controlling the business if **Corporation** was selected for ownership type.
- Business (or DBA) name Enter the name of the business/DBA (doing business as) name, if the same as legal business name, enter same. Commonly, the business name is the name by which the public knows your business/company/shop. If you wish correspondence to be sent to a name other than the owner, enter the name of the department or accountancy firm as "In Care Of" to ensure delivery by the postal service.
- Location and Date of event/ swap meet Enter the address and date of the special event or swap meet. If you do not know the actual address of the event, enter the city/town name in which the event will be held. The location is very important in determining whether an additional city/town license must be obtained for those licensed by the state. Use the City or Town Licensed By The State chart below to determine if you must be licensed through the state for the location in which your event occurs. For cities not listed, please contact the city directly. Also add the city fee amount to the license fee which appears in the lower right corner of the front page.
- Mailing address Enter mailing address where all correspondence is to be sent. You may elect to use your home address, corporate headquarters, or accounting firm's address.
- Primary location of business Enter the street address for the primary location of the business. If you conduct most of your business at various special events or swap meets throughout the state, you may wish to enter your resident location. Even if your mailing address is a PO Box, you must provide a physical location. For example if you live in a rural community, your physical location may be the intersection of two roads, interstates, or milepost marker.
- Description of business Describe the major activity and principal product you manufacture or commodity sold or service performed. Your description of your business is very important because it determines your sales tax rate and provides a basis for state economic forecasting.
- Owners identification Enter as many as applicable, attach a separate sheet if additional space is needed. The authority for mandatory requirement for social security numbers of owners is provided in ARS § 42-1105.
- Signature The application must be signed by either the individual owner or, for partnerships or corporation, two partners or two corporate officers.

Fees The state fee is \$12 no matter how many special events you attend. However, a separate city license fee is required for each city unless you are currently licensed for the city in which an event will be held. List the cities in which you will be doing business on the front of the application form and total to determine the amount due.

City or Town Licensed by the State

CITY/TOWN	CODE	FEE	CITY/TOWN	CODE	FEE	CITY/TOWN	CODE	FEE
BENSON	BS	5.00	GUADALUPE	GU	2.00	SAN LUIS	SU	2.00
BISBEE	BB	1.00	HAYDEN	HY	5.00	SHOW LOW	SL	2.00
BUCKEYE	BE	2.00	HOLBROOK	HB	1.00	SIERRA VISTA	SR	1.00
BULLHEAD CITY	BH	2.00	HUACHUCA CITY	HC	2.00	SNOWFLAKE	SN	2.00
CAMP VERDE	CE	2.00	JEROME	JO	2.00	SOMERTON	SO	2.00
CAREFREE	CA	10.00	KEARNY	KN	2.00	SOUTH TUCSON	ST	2.00
CASA GRANDE	CG	2.00	KINGMAN	KM	2.00	SPRINGERVILLE	SV	5.00
CAVE CREEK	CK	20.00	LAKE HAVASU	LH	5.00	ST. JOHNS	SJ	2.00
CHINO VALLEY	CV	2.00	LITCHFIELD PARK	LP	2.00	STAR VALLEY	SY	2.00
CLARKDALE	CD	2.00	MAMMOTH	MH	2.00	SUPERIOR	SI	2.00
CLIFTON	CF	2.00	MARANA	MA	5.00	SURPRISE	SP	10.00
COLORADO CITY	CC	2.00	MARICOPA	MP	2.00	TAYLOR	TL	2.00
COOLIDGE	CL	2.00	MIAMI	MM	2.00	THATCHER	TC	2.00
COTTONWOOD	CW	2.00	ORO VALLEY	OR	12.00	TOLLESON	TN	2.00
DEWEY/HUMBOLDT	DH	2.00	PAGE	PG	2.00	TOMBSTONE	TS	1.00
DUNCAN	DC	2.00	PARADISE VALLEY	PV	2.00	TUSAYAN	TY	2.00
EAGAR	EG	10.00	PARKER	PK	2.00	WELLTON	WT	2.00
EL MIRAGE	EM	15.00	PATAGONIA	PA	25.00	WICKENBURG	WB	2.00
ELOY	EL	10.00	PAYSON	PS	2.00	WILLCOX	WC	1.00
FLORENCE	FL	2.00	PIMA	PM	2.00	WILLIAMS	WL	2.00
FOUNTAIN HILLS	FH	2.00	PINETOP/LAKESIDE	PP	2.00	WINKELMAN	WM	2.00
FREDONIA	FD	10.00	PRESOTT VALLEY	PL	2.00	WINSLOW	WS	10.00
GILA BEND	GI	2.00	QUARTZSITE	QZ	2.00	YOUNGTOWN	YT	10.00
GILBERT	GB	2.00	QUEEN CREEK	QC	2.00	YUMA	YM	2.00
GLOBE	GL	2.00	SAFFORD	SF	2.00			
GOODYEAR	GY	5.00	SAHUARITA	SA	5.00			

Indian Reservation (County)	CODE	Indian Reservation (County)	CODE
Ak-Chin (Pinal)	PNA	Pascua-Yaqui (Pima)	PMN
Cocopah (Yuma)	YMB	Salt River Pima-Maricopa (Mar.)	MAO
Colorado River (La Paz)	LAC	San Carlos Apache (Gila)	GLP
Fort McDowell-Yavapi (Mar.)	MAE	San Carlos Apache (Graham)	GRP
Fort Mojave (Mohave)	MOF	San Carlos Apache (Pinal)	PNP
Fort Yuma-Quechan (Yuma)	YMG	San Juan Southern Paiute	COQ
GilaRiver (Maricopa)	MAH	Tohono O'Odham (Maricopa)	MAT
GilaRiver (Pinal)	PNH	Tohono O'Odham (Pima)	PMT
Havasupai (Coconino)	COI	Tohono O'Odham (Pinal)	PNT
Hopi (Coconino)	COJ	Tonto Apache (Gila)	GLU
Hopi (Navajo)	NAJ	White Mtn Apache (Apache)	APD
Hualapai (Coconino)	COK	White Mtn Apache (Gila)	GLD
Hualapai (Mohave)	MOK	White Mtn Apache (Graham)	GRD
Kaibab-Paiute (Coconino)	COL	White Mtn Apache (Navajo)	NAD
Kaibab-Paiute (Mohave)	MOL	Yavapai Apache (Yavapai)	YAW
Navajo (Apache)	APM	Yavapai Prescott (Yavapai)	YAX
Navajo (Coconino)	COM		
Navajo (Navajo)	NAM		
Pascua-Yaqui (Maricopa)	MAN		

This Area For Agency Use Only

Sales	Withholding	NAICS code	Business code	PRG code
Cities				