

FYI – For Your Information

Colorado Department of Revenue Tax Due Dates

GENERAL INFORMATION

This FYI is a list of due dates for taxes paid to the Colorado Department of Revenue. Due dates are outlined by tax types; tax types appear in alphabetical order. If a tax due date falls on a weekend or holiday, the due date becomes the next business day.

Each reference to due dates includes the number of the form used to file the tax.

BUSINESS TAXES

Gaming

Taxes paid to the state by gaming casinos are due on the 15th day of the following month. Colorado casinos are required to file their gaming taxes by Electronic Data Interchange (EDI). For more information about EDI, call the Division of Gaming, (303) 205-1304.

Sales and Use

Consumer Use Tax: If total tax is less than \$300 during a calendar year, the tax is due January 20 following year-end. Whenever tax due is \$300 or more, the tax is due the 20th of the following month. Use “Consumer Use Tax Return” (DR 0252) and “RTA Consumer Use Tax Return” (DR 0251), if applicable.

County Lodging Tax: Due the 25th day of the month following end of quarter. County lodging tax is imposed on lodging

services including hotels, motels, condominiums, and camping spaces. Use “County Lodging Tax Return” (DR 1485).

See publication DR 1002 “Colorado Sales and Use Tax Rates” for information on local and special district taxes. The DR 1002 is located online at www.taxcolorado.com

Retail Sales Tax: Due the 20th day of the month following end of the taxpayer’s filing period. Annual return is due Jan. 20; quarterly return is due April 20, July 20, Oct. 20 and Jan. 20; monthly return is due the 20th day of the following month, e.g., January taxes are due Feb. 20. Due dates vary for taxpayers with filing periods based on a fiscal accounting period other than a calendar month. For information on receiving permission to file using such periods call (303) 238-SERV (7378). Use “Colorado Retail Sales Tax Return” (DR 0100).

Retailer’s Use Tax: Due the 20th day of the month following end of the taxpayer’s filing period (annual, quarterly, monthly, or a specialized month). Use “Retailers Use Tax Return” (DR 0173)

Sale of a Business: Retailers who have sales tax collections on hand when they sell a business must remit those sales tax collections within 10 days after the date of sale of the business. Use the next regular return from the coupon booklet or a “Colorado Retail Sales Tax Return” (Form



Colorado Department
of Revenue
Taxpayer Service Division
1375 Sherman St.
Denver, Colorado 80261

Forms and other services:
(303) 238-FAST (3278)
Assistance:
(303) 238-SERV (7378)
(303) 205-8205 (Fuel Tax)

www.taxcolorado.com

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DR 0100). A tax status letter can be requested from the Department of Revenue to verify that all sales tax collections have been remitted. The seller remains liable for the tax, and the lien for the tax attaches to any assets the buyer acquires from the previous owner. Such lien is superior to all other liens and the acquired assets may be sold to pay the tax liability of the previous owner. (Please note that sellers who take a mortgage on the assets they sell to a new operator of the business are at risk of losing those assets if the new operator defaults on his subsequent sales tax remittances. The department's tax lien is superior to the former owner's mortgage lien.)

A buyer of business assets is also liable for **sales tax** on any tangible personal property acquired in the business purchase transaction. The buyer must file and pay the sales tax within 20 days after the close of his first business accounting period (or month if accounting period is a calendar month) if the purchaser has a sales tax license. Sales tax is due by the 20th day of the month following the purchase date if the purchaser does **not** have a sales tax license. Use "Retail Sales Tax Return for Occasional Sales" (DR 0100A). Any tax liability greater than \$300 must be remitted on this monthly basis. Any assets purchased sales tax free from other sources may also be subject to consumer use tax (see above).

Sales Tax on Aviation Jet Fuel: Information report due the 20th of the following month. Use "Aviation Fuel Sales Tax (DR 1510, DR 1520 or DR 1530) Return and Report Form."

Short Term Rental Tax: Due the 20th day of the month following the end of the taxpayer's filing period (annual, quarterly, monthly). Use "County Short-Term Rental Tax Return" (Form DR 1480).

Small Home Business: Those businesses not required to obtain a sales tax license must submit their total annual sales tax collected by April 15 following the calendar year. Use "Retail Sales Tax Return for Occasional Sales" (DR 0100A).

Special Event Retail Sales Tax: Due the 20th day of the month following the month the special event **began**. Use

"Special Event Retail Sales Tax Return" (Form DR 0098).

LOCAL MARKETING DISTRICT TAX

The Local Marketing District levies a tax on lodging services including hotels, motels, condominiums and camping spaces within specific areas in Colorado. The tax is remitted quarterly to the Department of Revenue on Form DR 1490, "Local Marketing District Tax Return." See publication DR 1002 "Colorado Sales and Use Tax Rates" for a listing of designated areas subject to the Local Marketing District Tax and amounts. The DR 1002 is updated annually in January and July and may be obtained on the Web at www.taxcolorado.com

LOCAL IMPROVEMENT DISTRICT TAX (LID)

The Local Improvement District Tax is a sales tax collected within designated areas. For a list of designated areas subject to the Local Improvement District Tax see publication DR 1002 "Colorado Sales and Use Tax Rates." This publication is revised annually in January and July and may be obtained on the Web at www.taxcolorado.com This tax is remitted on Form DR 0100 in the City/LID column.

MASS TRANSIT DISTRICT TAX

The Mass Transit District Tax is a sales tax collected by the state in designated counties. The tax is remitted on Form DR 0100 in the County column combined with the county tax. Exemptions are the same as the county tax. For a list of designated areas subject to the Mass Transit District Tax see publication DR 1002 "Colorado Sales and Use Tax Rates" located on the Web at www.taxcolorado.com This publication is revised annually in January and July.

RURAL TRANSPORTATION AUTHORITY (RTA)

The Rural Transportation Authority (RTA) is a sales tax applicable to certain areas within Colorado. The tax is remitted on form DR 0100 "Colorado Retail Sales Tax

Return.” For more information see publication DR 1002 “Colorado Sales and Use Tax Rates” located on the Web at www.taxcolorado.com This publication is revised annually in January and July.

MULTI-JURISDICTIONAL HOUSING AUTHORITY (MHA)

Summit County has a multi-jurisdictional housing authority sales tax. The tax rate is 0.125%. The tax is remitted on Form DR 0100 “Colorado Retail Sales Tax Return” in the Special District Column. For more information see publication DR 1002 “Colorado Sales and Use Tax Rates” located on the Web at www.taxcolorado.com This publication is revised annually in January and July.

PUBLIC SAFETY IMPROVEMENTS (PSI)

Montrose County has a Public Safety Improvements sales tax on .75% with no exemptions. The tax is a county sales tax and is combined with the County sales tax rate in the first column of the sales tax return, DR 0100 “Colorado Retail Sales Tax Return.”

EXCISE TAXES

Cigarettes

Cigarette taxes are due the 10th day of the month following the date the cigarette stamps were purchased. Use “Colorado Cigarette Tax Return” (DR 0221).

Liquor

All liquor excise taxes, grape tax, vinous surcharge and the winery surcharge are due the 20th of the month following the month of sales. Use “Monthly Report of Excise Tax for Alcohol Beverages” (DR 0442).

Tobacco

Taxes on tobacco products are due the 20th of the month following the end of the calendar quarter. Use “Tobacco Products Tax Return” (DR 0229).

FUEL TAXES

Aviation Gasoline and/or Jet Fuel

Taxes: Due the 26th day of the following month. Fuel distributors are required to

file returns electronically to the Colorado Fuel Tracking System (COFTS). Payment must be made by electronic funds transfer (EFT). Registered EFT filers may call (303) 205-8333 for questions about filing.

Environmental Response Surcharge:

Due the 26th day of the following month. Fuel distributors are required to file returns electronically to the Colorado Fuel Tracking System (COFTS). Payment must be made by electronic funds transfer (EFT). Registered EFT filers may call (303) 205-8333 for questions about filing.

Gasoline and/or Special Fuel Distributor Taxes:

Due the 26th of the following month. Fuel distributors are required to file returns electronically to the Colorado Fuel Tracking System (COFTS). Payment must be made by electronic funds transfer (EFT). Registered EFT filers may call (303) 205-8333 for questions about filing.

International Fuel Tax Agreement

(IFTA): Due the last day of the month following end of the quarter. Use “International Fuel Tax Agreement Report” (DR 0122).

Passenger Mile Tax:

Due the last day of the month following end of the quarter. Use “Passenger Mile and Special Fuel User Tax Return” (DR 0133).

INCOME TAXES

Income Tax payment and/or return:

Three and one-half months after the close of the tax year (April 15 for calendar year taxpayers).

Individuals — Use “Colorado Individual Income Tax Return - Form” (104).

“C” Corporations — Use “Colorado Corporation Income Tax Return” (112).

Fiduciaries (trusts or estates) — Use “Colorado Fiduciary Income Tax Return” (105).

Limited Liability Companies — Use “Colorado Pass-Through Entity and Composite Nonresident Return” (106) which includes LLCs, LPs, LLLPs, Associations and Non-Profit organizations or Corporation Return (112) as appropriate.

Partnerships, S Corporations, Limited Partnerships, LLPs, LLLPs, Associations and Non-Profit organizations — Use the 106 “Colorado Pass-Through Entity and Composite Nonresident Income Tax Return.”

Extension of time to file return:

Individuals, estates, trusts and corporations and severance tax have an automatic six-month extension of time to file their Colorado income tax return. However, to avoid late payment penalties, 90 percent of the tax liability must be paid on or before the original due date of the return and the balance when the return is filed by the end of the six-month extension period. If the taxpayer needs to make a payment to meet the 90 percent prepayment requirement, the payment must be submitted with Form DR 158I (individuals), Form DR 158F (estates or trusts), or Form DR 158C (corporations) or Form DR 158N (composite returns), DR 0021SC (Coal Severance), DR 0021SA (Metallic Minerals Severance), DR 0021S (Oil and Gas Severance), and DR 0021SE (Oil Shale Severance).

Estimated Tax payments:

For individuals

First Quarter: April 15

Second Quarter : June 15

Third Quarter: Sept. 15

Fourth Quarter: Jan. 15

Use “Estimated Income Tax Payment Voucher”(104-EP)

For corporations

15th day of fourth month of taxable year

15th day of sixth month of taxable year

15th day of ninth month of taxable year

15th day of twelfth month of taxable year

Use “Declaration of Corporate Estimated Colorado Income Tax”(112-EP)

Corporations who expect their Colorado severance tax liability for the year to exceed their Colorado severance credits by \$5,000 or more are required to make estimated tax payments. Estimated tax payments are due each month by the 15th day of that month and must be submitted via Electronic Funds Transfer (EFT). A paper voucher for these tax payments is not required; the EFT transaction is the filing. You may obtain information (Form DR 5782) and an application (Form DR 5785) for EFT transactions at www.taxcolorado.com Individuals are not required to make estimated payments for severance tax.

Property Tax/Rent/Heat Rebate (PTC):

A PTC claim may be filed up to two years after the year for which the rebate is claimed. For example, the 2008 PTC claim can be filed between Jan. 1, 2009 and Dec. 31, 2010. Use “Property Tax/Rent/Heat Rebate Form” (104 PTC Application).

SEVERANCE TAXES

Colorado imposes severance taxes on oil, gas, metallic minerals, oil shale and coal. These taxes are due three-and-a-half months after the close of the federal income tax year. Use “Severance Tax Return Metallic Minerals, Coal, Oil Shale” (DR 0020) for metallic minerals, coal and oil shale; use “Severance Tax Return” (DR 0021) for oil and gas. Severance taxes on molybdenum are due the 15th day of the month following the end of each calendar quarter. Use “Severance Tax Return Molybdenum Ore” (DR 0022).

WITHHOLDING TAXES

Gaming, backup withholding: 15th day of the month following the month reported. Use “Backup Withholding Tax Return/Gaming” (DR 1091).

Income Tax Withholding: Four types of filing periods based on amount of tax collected:

Frequent — Employers collecting more than \$50,000 during a one-year period. Payment is due the third business day following the Friday on which state wage

withholding has accumulated. Filing period ending date must be a Friday date. Payment must be made by electronic funds transfer (EFT). For general information, call (303) 238-SERV (7378). Registered EFT filers may call (303) 205-8333 for questions about filing.

Monthly — Employers collecting at least \$7,000 but not more than \$50,000 during a one-year period. Payment is due the 15th day of the following month. Use “Income Withholding Tax Return” (DR 1094).

Quarterly — Employers collecting less than \$7,000 during a one-year period. Payment is due the last day of the month following the end of the quarter. Use form DR 1094.

Seasonal — Employers who operate their business only during certain months and who have wage withholding only in those months must obtain DOR approval to file based on your business operations. Payment is due the 15th day of the following month of operation. Use form DR 1094.

Oil, Gas and Oil Shale Tax Withheld: Monthly severance withholding payments made through EFT must be remitted by the first day of the third month following the month the tax was withheld. For example, the January return is due April 1. The severance tax withholding payment must be submitted via EFT.

Nonresident Beneficiaries of an Estate or Trust: Payment is due at the time the income is distributed. Use “Colorado Nonresident Beneficiary Estimated Income Tax Payment Vouchers” (Form 104-BEP) **for each beneficiary.**

Real Estate Withholding (for nonresidents who sell Colorado real estate): Payment is due within 30 days of closing date. Use “Payment of Withholding Tax on Certain Colorado Real Property Interest Transfers” (DR 1079) and “Information with Respect to Conveyance of Colorado Real Property Interest” (DR 1083).

Severance Tax Withheld, annual reconciliation: Due April 15. Use “Severance Tax Withheld, Oil/Gas Annual Reconciliation” (DR 456).

W-2 Transmittal: Annual reconciliation of W-2s. Due the last day of February. Use “Annual Reconciliation of Income Tax Withheld” (DR 1093).

WASTE TIRE RECYCLING DEVELOPMENT

Fee: Payment is due on the same date the retailer’s “Colorado Retail Sales Tax Return” (DR 0100) is due. Use the “Waste Tire Exchange Fee Return” Form DR 1772.

FURTHER INFORMATION

FYI and commonly used forms are available on the Web at www.taxcolorado.com

For additional tax information visit the “Tax Information Index” which contains a variety of topics including links to forms, publications, regulations, statutes and general questions and answers. The “Tax Information Index” is located at www.taxcolorado.com

FYIs provide general information concerning a variety of Colorado tax topics in simple and straightforward language. Although the FYIs represent a good faith effort to provide accurate and complete tax information, the information is not binding on the Colorado Department of Revenue, nor does it replace, alter, or supersede Colorado law and regulations. The Executive Director, who by statute is the only person having authority to bind the Department, has not formally reviewed and/or approved these FYIs.