



Town of Parker Sales Tax Administration

Address:
 PO Box 5602
 Denver, CO 80217-5602

Web site: www.parkeronline.org/salestax
Email: salestax@parkeronline.org
Phone: 303.805.3228
Fax: 303.805.3219

APPLICATION FOR CERTIFICATE OF TAX EXEMPTION FOR CHARITABLE ORGANIZATIONS

Organization Information	LEGAL NAME	EIN #		
	TRADE NAME(S)	WEBSITE		
	PRINCIPAL ADDRESS	CITY	STATE	ZIP + 4

Contact Information	CONTACT NAME	TITLE
	CONTACT PHONE	CONTACT EMAIL

Per the Town of Parker Municipal Code a charitable organization is defined as:

✦ Has been certified as a not-for-profit organization under 501(c)(3) of the Internal Revenue Code; **AND**

✦ Is a religious or charitable organization (an organization which exclusively, and in a manner consistent with existing laws and for the benefit of an indefinite number of persons, freely and voluntarily ministers to the physical, mental, or spiritual needs of persons, and which thereby lessens the burdens of government.)

License	Is the organization licensed with Parker?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure	If "Yes," Provide the Parker License #
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Presence	Is the organization located in Parker?	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Other	If "Other," Explain
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Please answer the following (attach additional pages as necessary):

1. Describe the organizations mission or purpose.

2. Outline whom the organization serves including any qualification for membership or conditions and/or fees assessed for receiving services.

3. Describe the primary activities of the organization including any goods or services provided.

Please provide copies of the following information with the completed application:

- Internal Revenue Service determination letter recognizing the organization as exempt from Federal income tax under Section 501(c)(3)
- Articles of Incorporation
- Brochures, marketing literature, policies and procedures, or other documentation supporting claim for exemption
- Most recent Federal Return of Organization Exempt from Income Tax (IRS Form 990) and financial statements including detail of revenue and income sources

Upon receipt of the completed application and required information the Town of Parker will review your request and issue a decision. If additional information is deemed necessary a representative of the Sales Tax Administration will contact you. If you have any questions, call the Sales Tax Administration at 303.805.3228 or email at salestax@parkeronline.org.

Signature	I declare under penalty of perjury, that this <i>Application for Certificate of Tax Exemption for Charitable Organizations</i> has been examined by me; that the statements made herein are made in good faith and, to the best of my knowledge and belief, are true, correct and complete.		
	SIGNATURE	PRINTED NAME	DATE