



**PARKER**  
C O L O R A D O

# Town of Parker Sales Tax Administration

**Address:**  
PO Box 5602  
Denver, CO 80217-5602

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## SALES TAX EXEMPT CERTIFICATE – ELECTRICITY & GAS FOR INDUSTRIAL USE

**NOTE:** If your company is 75% or more exempt from sales taxes, file this form with your utility company. The utility company will cease charging Town sales taxes. If your business is less than 75% exempt, see the instructions below. **You must complete a separate form for state-collected sales tax.**

**SUPPLIERS AND ACCOUNT INFORMATION** (Complete a separate form for gas and for electricity)

Utility Supplier: Name and Address (in Town of Parker, Colorado)	Parker License #	Service Location	% Exempt Usage

**EXEMPT ACTIVITY** (describe)

**APPLICANT**

Last Name (Name and address as shown exactly on the utility billing)		First Name		Middle Initial
Address or P.O. Box No.			Phone number	
City			State	Zip
Utility Account Number	Gas	Electricity (Complete a separate form for each)		

**INSTRUCTIONS:** For the purpose of this Town of Parker sales tax exemption, the term “industrial use” has the following meaning: the use of gas or electricity in a continuing business activity of manufacturing or producing tangible personal property or services. Parker Municipal Code, Section 4.03.200(a)(46).

The following uses do **not** qualify for the exemption: electricity and or gas used in offices, lunch rooms, laboratories, maintenance rooms, computer rooms, lounges and waiting areas, and usage solely for the comfort of employees. Also, usage prior to or subsequent to the actual exempt activity performed is not exempt. Electricity used to light a restaurant is taxable; electricity used in food preparation may be exempt.

You must determine the percentage of exemption for each meter, either by using square footage for exempt and non-exempt usage or by determining the actual energy consumption of exempt usage. Keep a copy of your computations with your records and submit a copy to the Town of Parker Finance Department with any claim for refund of taxes paid.

If usage is more than 75% exempt submit this Certificate to your utility supplier and it will not add tax to your utility billings. If less than 100% exempt, you must remit tax to the Town of Parker on the non-exempt portion. If usage is less than 75% exempt, do not submit this form to your utility supplier but continue to pay tax on your utility bills, and in January of each year, submit a claim to the Town of Parker to request a refund of the tax paid on the exempt portion.

**Under penalty of perjury, I swear or affirm that the gas and/or electric service that is billed to the above applicant under a commercial rate by the supplier named herein is used for industrial use and therefore qualifies for exemption under Parker Municipal Code, Section 4.03.200(a)(46).**

Authorized Signature (owner, partner or corporate officer)	Phone number
Title	Date