

TAX INFORMATION

STATE OF ALABAMA

The Alabama Department of Revenue requires each vendor to collect 4% State Sales Tax on all retail sales. Please complete the outside of the envelope and enclose the appropriate amount of tax. If you are paying by check, please make check payable to the **ADOR**. If you are paying with cash, please enclose and seal the envelope.

All vendors must complete the envelope and turn it into the event coordinator or mail to the address on the envelope. Vendors who have an Alabama Sales Tax number should include the number on the envelope.

If you have an Alabama Tax number, please report these sales on your monthly sales tax return.

Envelopes must be filled out and turned in at the end of the show/ event or mail to the address on the envelope.

Thank You,

State of Alabama
Department of Revenue
Jefferson/ Shelby Taxpayer Service Center
2020 Valleydale Road, Suite 208
Hoover, AL 35244

CITY OF BIRMINGHAM

You must collect and report 4% sales tax from this event. The total sales will include the first and last day of sales. Each vendor will get a tax envelope, which states that the City of Birmingham should receive 4% of your total sales.

If you are paying by check, you will need to make the check payable to: City of Birmingham. Cash payments will also be accepted that must be sealed in the envelope provided. Please complete the front and back of the envelope.

All vendors participating in this event must provide report of sales and prompt payment of sales taxes to the City of Birmingham at the specified time on the last day of the event. For "Display Only" vendors, please address the envelope and promptly write "Display Only" on the envelope in large print.

Vendors who have a current City of Birmingham Business License may elect to remit with their monthly sales tax. However, that vendor must remit a City of Birmingham Sales Tax envelope that includes the Taxpayer ID# and amount of sales for the event. If your business does not have a Taxpayer ID#, full payment of City of Birmingham Sales Tax is expected.

All vendors must report their sales on the last day of the event or mail the envelope to:

Department of Finance, Revenue Division
710 North 20th Street
City Hall Room TL-100
Birmingham, AL 35203

JEFFERSON COUNTY

You must collect and report 2% sales tax from this event. The total sales will include the first and last day of sales. Each vendor will get a tax envelope, which states that the Jefferson County Commission should receive 2% of your total sales.

If you are paying by check, you will need to make the check payable to: Jefferson County Department of Revenue. Cash payments will also be accepted that must be sealed in the envelope provided. Please complete the front of the envelope.

All vendors participating in this event must provide report of sales and prompt payment of sales taxes to the Jefferson County Commission at the specified time on the last day of the event. For "Display Only" vendors, please address the envelope and promptly write "Display Only" on the envelope in large print.

All vendors must report their sales on the last day of the event or mail the envelope to:

Jefferson County Commission, Department of Revenue
716 Richard Arrington, Jr. Blvd. N.
Birmingham, AL 35203