

**HINSDALE COUNTY/ TOWN OF LAKE CITY  
USE TAX DECLARATION**

BUILDING PERMIT NUMBER \_\_\_\_\_ APPLICATION DATE \_\_\_\_\_

ADDRESS OF BUILDING SITE \_\_\_\_\_

FILING STATUS (CHECK ONE): [  ] NONEXEMPT [  ] EXEMPT

REASON EXEMPT \_\_\_\_\_

AMOUNT OF ESTIMATED USE TAX TO BE PAID\*: \$ \_\_\_\_\_  
(BASED ON 4% OF ESTIMATED MATERIAL COST)

PAYMENT RECEIVED: CHECK # \_\_\_\_\_ DATE: \_\_\_\_\_

I ACKNOWLEDGE THE USE TAX FILING STATUS NOTED ABOVE AND AGREE TO ABIDE BY THE PROVISIONS AND REGULATIONS OF THE HINSDALE COUNTY SALES AND USE TAX RESOLUTION.

I UNDERSTAND I AM RESPONSIBLE FOR MAINTAINING ADEQUATE ACCOUNTING RECORDS THAT ARE SUBJECT TO AUDIT FOR THREE (3) YEARS AFTER ISSUANCE OF FINAL CERTIFICATE OF OCCUPANCY TO SUBSTANTIATE MY USE TAX RETURN PAYMENT.

**I UNDERSTAND I HAVE NINETY (90) DAYS FROM ISSUANCE OF A CERTIFICATE OF OCCUPANCY TO APPLY IN WRITING TO THE COUNTY TREASURER FOR ANY REFUND OWED FROM THE BUILDING USE TAX FUND. I WILL SUBMIT RECEIPTS FOR BUILDING SUPPLIES BOUGHT OUTSIDE HINSDALE COUNTY SHOWING TAXES PAID.**

\_\_\_\_\_  
SIGNATURE OF OWNER (OR BUILDER ON BEHALF OF OWNER) DATE

\_\_\_\_\_  
OWNER'S NAME, MAILING ADDRESS, AND PHONE NUMBER

(NOTE: BUILDING PERMIT WILL NOT BE ISSUED UNTIL THIS FORM IS COMPLETE WITH ALL REQUIRED SIGNATURES).

*for county use*

DATE C.O. ISSUED: \_\_\_\_\_ DATE OF REFUND REQUEST: \_\_\_\_\_

AMOUNT OF REFUND:\* \_\_\_\_\_ CHECK #/DATE: \_\_\_\_\_

TREASURER'S APPROVAL OF REFUND: \_\_\_\_\_

TREASURER'S RECEIPT # \_\_\_\_\_

\*Attach appropriate use tax calculations and refund request documentation