



**Voluntary Disclosure Policy (VDA) 2021:**

**Adopted October 18, 2021.**

The Town of Snowmass Village may modify this policy as needed at any time.

The Town of Snowmass Village welcomes the opportunity to resolve potential sales and lodging tax liabilities through our VDA policy.

**\*\*\*A VDA is only for taxes owed but not previously reported. If you already filed a return but have not paid some or all the taxes you owe as per that return, you are still responsible for any penalty and interest on those taxes. \*\*\***

**Please submit a written request or email to:**

Town of Snowmass Village

Attn: Emily Flood

PO BOX 5010

Snowmass Village, CO 81615

[eflood@tosv.com](mailto:eflood@tosv.com)

**The written request needs to address:**

1. The date the company started doing business in the Town of Snowmass Village.
2. An Estimate of the tax liability that is owed to the Town of Snowmass Village.
3. A disclosure as to whether the company has or has not collected Town sales tax.
4. A statement that the company has not been previously contacted by the Town.
5. A statement that the failure to file is not the result of fraud or gross negligence on the part of the company.
6. A disclosure of who prepared the sale tax numbers for the VDA.

**When the Letter is received:**

**The Town of Snowmass Village will review the written request and you will be contacted by the Town of Snowmass Village Finance Department. If your request for a Voluntary Disclosure Agreement is accepted, the following terms will apply:**

- 1. Your company will need to disclose your sales tax liability. You will need to provide a year-by-year monthly estimate of the amount that your company should have remitted to the Town of Snowmass Village for the last three years.**
- 2. The disclosed liability will need to be paid in full to the Town within 30 days of our acceptance of the VDA.**
- 3. Penalties will be waived depending on the circumstances.**
- 4. The Town of Snowmass Village will charge interest on the outstanding tax liability. The company will pay all interest with the interest schedule provided by the Town.**
- 5. The company will be required identify themselves and register with MUNIREVS 30 days after the VDA is accepted.**
- 6. The company must apply and pay for their business license 30 days after the VDA is accepted, if applicable.**
- 7. Upon registration the company will begin immediately remitting sales tax.**