



**APPLICATION FOR A MUNICIPAL NONPROPERTY TAX PERMIT  
AS REQUIRED UNDER SANDPOINT CITY CODE TITLE 3, CHAPTER 10**  
*(please type or print neatly)*

Name of Business \_\_\_\_\_

Location of Business \_\_\_\_\_

Mailing Address of Business \_\_\_\_\_

Business Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Sandpoint Business License number(s) assigned to this business \_\_\_\_\_

Please list any other street addresses/locations within Sandpoint city limits used by this business.

Business Entity Type:  Assumed Business Name  Corporation  Partnership  LLC  Other

Name of Owner \_\_\_\_\_

*(If more than one owner or a corporation, please leave blank and see below.)*

Owner's Mailing Address \_\_\_\_\_

*(If different from business mailing address, above.)*

If ownership is other than sole proprietorship, list below all partners, officers and directors, principals and/or authorized agents. Attach separate sheet, if necessary.

Name:

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Between January 1, 2016, and December 31, 2025:

The **undersigned agrees** to collect a seven percent (7%) tax on all short term room occupancy charge (thirty or fewer days) for each hotel/motel room rented or leased pursuant to Sandpoint City Code Title 3, Chapter 10.

The **undersigned further agrees** to remit the tax for each calendar month on or before the 20<sup>th</sup> day of the following month to: SANDPOINT CITY TREASURER, 1123 LAKE ST., SANDPOINT, ID 83864

The undersigned hereby makes application for a municipal nonproperty tax permit as required pursuant to Sandpoint City Code Title 3, Chapter 10.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**Applicant's signature:**

\_\_\_\_\_ (print name: \_\_\_\_\_)

As (circle one):    Sole owner          Partner          Authorized agent

The permit is not assignable and is valid only for the person in whose name it is issued for the transaction of business at the place designated on the permit.

*City of Sandpoint Office Use Only*

Sandpoint Municipal Nonproperty Tax Permit #: \_\_\_\_\_

Sandpoint Business License #: \_\_\_\_\_

If applicable: Vacation Rental Permit # \_\_\_\_\_ Date Approved: \_\_\_\_\_ Initial: \_\_\_\_\_

*stamp  
date  
received*