



**How to Collect the Resort Tax**

Big Sky is a designated Resort Area District with a 3% tax that applies to goods and services purchased, reserved, committed or occurring fully or partially within the boundaries of the district. In order to correctly collect and remit the tax, please do the following:

1. The tax applies to clothing, sporting goods, souvenirs, curios, jewelry, books, home accessories, gifts, art, photographic items, alcoholic and non alcoholic beverages sold in an open container and all prepared food and food gift items. A complete list is available at [ResortTax.org](http://ResortTax.org), Governing Documents, Ordinance 98-01, as amended 4.11.14
2. To each applicable sale, add a 3% tax to be paid by the customer. For instance, a \$100.00 charge would become a \$103.00 charge.
3. Taxes are due by the last day of the month following the month in which they were collected. For example, July collections are due by August 31. To remit the taxes, complete the attached remittance coupon. You may retain 5% of the taxes collected as an administrative fee. This means on the sale, you will only remit \$2.85 to the district.
4. Mail the completed coupon with the taxes collected to the address on the coupon. Make checks payable to the Big Sky Resort Area District.

Please do not hesitate to contact me with questions about the tax computation, tax remittance or any other questions.

Sincerely,

Whitney Brunner  
Administrative Officer

<b>Summer Vendor Remittance Form</b>		July-14
Big Sky Resort Area District PO Box 161331 Big Sky, MT 59716		
<b>BUSINESS NAME and ADDRESS:</b>	<b>1 TAXABLE SALES:</b>	
Gallatin	<b>2 RESORT TAX COLLECTED:</b> <small>(line 1 X .03)</small>	
<b>PREPARED BY:</b>	<b>3 ADMIN. FEE:</b> <small>(line 2 x .05)</small>	
<b>DATE:</b>	<b>4 RESORT TAX DUE:</b> <small>(line2-line3)</small>	
<b>PHONE:</b>	<b>5 LATE PAYMENT INTEREST:</b> <small>(line 4 x .01 per month)</small>	
<b>EMAIL:</b>	<b>6 LATE FEE:</b> \$30.00	
	<b>7 TOTAL REMITTANCE:</b>	

### Summer Vendor Remittance Form

Big Sky Resort Area District  
PO Box 161331  
Big Sky, MT 59716

August-14

<b>BUSINESS NAME and ADDRESS:</b>	
	Gallatin
<b>PREPARED BY:</b>	<b>DATE:</b>
<b>PHONE:</b>	
<b>EMAIL:</b>	

<b>1 TAXABLE SALES:</b>
<b>2 RESORT TAX COLLECTED:</b> (line 1 X .03)
<b>3 ADMIN. FEE:</b> (line 2 x .05)
<b>4 RESORT TAX DUE:</b> (line2-line3)
<b>5 LATE PAYMENT INTEREST:</b> (line 4 x .01 per month)
<b>6 LATE FEE:</b> \$30.00
<b>7 TOTAL REMITTANCE:</b>

### Summer Vendor Remittance Form

Big Sky Resort Area District  
PO Box 161331  
Big Sky, MT 59716

September-14

<b>BUSINESS NAME and ADDRESS:</b>	
	Gallatin
<b>PREPARED BY:</b>	<b>DATE:</b>
<b>PHONE:</b>	
<b>EMAIL:</b>	

<b>1 TAXABLE SALES:</b>
<b>2 RESORT TAX COLLECTED:</b> (line 1 X .03)
<b>3 ADMIN. FEE:</b> (line 2 x .05)
<b>4 RESORT TAX DUE:</b> (line2-line3)
<b>5 LATE PAYMENT INTEREST:</b> (line 4 x .01 per month)
<b>6 LATE FEE:</b> \$30.00
<b>7 TOTAL REMITTANCE:</b>