

Admissions Tax Event Notification



OFFICE OF THE CITY TREASURER
808 W. SPOKANE FALLS BLVD.
SPOKANE, WASHINGTON 99201-3345
(509) 625-6030

Spokane Municipal code Chapter 8.03 requires owners of the facility, lessees of said facility, licensees of said facility, or other persons responsible for presenting an event subject to admissions tax where the event is held to notify the City of Spokane of contact information, including name, address, and telephone for the party receiving payment. Such information must be received no later than 5 business days before the event.

Event Information

Event Name _____

Facility event is being held _____

Event Date _____ Price of admission _____

Party Collecting Admission Fee

Name _____ Phone # _____

Address _____

Form completed by

Person's Name _____

Company _____

Phone _____

Please send form to the above address or fax to 509-625-6990.