

GOVERNMENT OF THE DISTRICT OF COLUMBIA

OFFICE OF TAX AND REVENUE 1101 4TH STREET, S.W. WASHINGTON, D.C. 20024

(202) 727-4TAX (4829)

SPECIAL EVENT REGISTRATION APPLICATION

ENCLOSED:

- Listing of Business Activity Codes
- Instructions
- Application (FR-500B)

Codes for Principal Business Activity

This list of principal business activities and their associated codes is designed to classify an enterprise by the type of activity in which it is engaged. These principal business activity codes are based on the North American industry Classification System.

If the company purchases raw materials and supplies them to a subcontractor to produce the finished product, but retains title to the product, the company is considered a manufacturer and must use one of the manufacturing codes (311110-339900).

Agriculture, Forestry, Fishing and Hunting

Code

Crop Production

111100 Oilseed & Grain Farming 111210 Vegetable & Melon Farming (including potatoes & yams)

111300 Fruit & Tree Nut Farming

111400 Greenhouse Nursery, & Floriculture Production

111900 Other Crop Farming (including tobacco, cotton, sugarcane, hay, peanut, sugar beet & all other crop farming)

Animal Production

112111 Beef Cattle Ranching & Farming

112112 Cattle Feedlots

112120 Dairy Cattle & Milk Production

112210 Hog & Pig Farming

112300 Poultry & Egg Production

112400 Sheep & Goat Farming

112510 Animal Aquaculture (including shellfish & finfish farms & hatcheries)

112900 Other Animal Production

Forestry and Logging

113110 Timber Tract Operations 113210 Forest Nurseries & Gathering of Forest Products

113310 Logging

Fishing, Hunting and Trapping

114110 Fishing

114210 Hunting & Trapping

Support Activities for Agriculture and

115110 Support Activities for Crop Production (including cotton ginning, soil preparation, planting & cultivating) 115210 Support Activities for Animal

Production

115310 Support Activities for Forestry

Mining

211110 Oil & Gas Extraction 212110 Coal Mining

212200 Metal Ore Mining

212310 Stone Mining & Quarrying 212320 Sand, Gravel, Clay, & Ceramic & Refractory Minerals Mining

& Quarrying 212390 Other Nonmetallic Mineral

Mining & Quarrying
213110 Support Activities for Mining

Utilities

221100 Electric Power Generation, Transmission & Distribution

221210 Natural Gas Distribution 221300 Water, Sewage & Other Systems

Construction

Building, Developing, and General Contracting

233110 Land Subdivision & Land Development

Code

233200 Residential Building Construction

233300 Nonresidential Building Construction

Heavy Construction

234100 Highway, Street, Bridge, & Tunnel Construction

234900 Other Heavy Construction

Special Trade Contractors

235110 Plumbing, Heating, & Air-Conditioning Contractors

235210 Painting & Wall Covering Contractors

235310 Electrical Contractors

235400 Masonry, Drywall, Insulation, &

Tile Contractors 235500 Carpentry & Floor Contractors

235610 Roofing, Siding, & Sheet Metal Contractors

235710 Concrete Contractors

235810 Water Well Drilling Contractors

235900 Other Special Trade Contractors

Manufacturing

Food Manufacturing

311110 Animal Food Mfg

311200 Grain & Oilseed Milling

311300 Sugar & Confectionery Product Mfg

311400 Fruit & Vegetable Preserving & Specialty Food Mfg

311500 Dairy Product Mfg

311610 Animal Slaughtering and Processing

311710 Seafood Product Preparation & Packaging

311800 Bakeries & Tortilla Mfg 311900 Other Food Mfg (including

coffee, tea, flavorings & seasonings)

Beverage and Tobacco Product Manufacturing

312110 Soft Drink & Ice Mfg 312120 Breweries

312130 Wineries

312140 Distilleries

312200 Tobacco Manufacturing

Textile Mills and Textile Product Mills

313000 Textile Mills

314000 Textile Product Mills

Apparel Manufacturing

315100 Apparel Knitting Mills

315210 Cut & Sew Apparel Contractors 315220 Men's & Boys' Cut & Sew

Apparel Mfg Women's & Girls' Cut & Sew 315230 Apparel Mfg

Other Cut & Sew Apparel mfg 315290 315990 Apparel Accessories & Other

Apparel Mfg Leather and Allied Product Manufacturing

316110 Leather & Hide Tanning & Finishing

316210 Footwear Mfg (including rubber & plastics)

316990 Other Leather & Allied Product Mfg

Wood Product Manufacturing

321110 Sawmills & Wood Preservation 321210 Veneer, Plywood, &

Engineered Wood Product Mfg

321900 Other Wood Product Mfg

Paper Manufacturing

322100 Pulp, Paper & Paperboard Mills 322200 Converted Paper Product Mfg

Printing and Related Support Activities

323100 Printing & Related Support Activities

Petroleum and Coal Products Manufacturing

324100 Petroleum Refineries (including integrated)
324120 Asphalt Paving, Roofing, &

Saturated Materials Mfg 324190

Other Petroleum & Coal Products Mfg

Chemical Manufacturing

325100 Basic Chemical Mfg 325200 Resin, Synthetic Rubber & Artificial & Synthetic Fibers & Filaments Mfg

325300 Pesticide, Fertilizer, & Other Agricultural Chemical Mfg

325410 Pharmaceutical & Medicine Mfg 325500 Paint Coating, & Adhesive Mfg

325600 Soap, Cleaning Compound, &

Toilet Preparation Mfg 325900 Other Chemical Product & Preparation Mfg

Plastics and Rubber Products Manufacturing

326100 Plastics Product Mfg 326200 Rubber Product Mgr

Nonmetallic Mineral Products Manufacturing

327100 Clay Product & Refractory Mfg 327210 Glass & Glass product Mfg

327300 Cement & Concrete Product Mfg

327400 Lime & Gypsum Product Mfg 327900 Other Nonmetallic Mineral Product Mfg

Primary Metal Manufacturing

331110 Iron & Steel Mills & Ferroalloy Mfg

331200 Steel Product Mfg from Purchased Steel

331310 Alumina & Aluminum Production & Processing

331400 Nonferrous Metal (except Aluminum) Production & Processing

331500 Foundries **Fabricated Metal Product**

Manufacturing 332110 Forging & Stamping

332210 Cutlery & Handtool Mfg 332300 Architectural & Structural Metals

Mfg 332400 Boiler, Tank, & Shipping Container Mfg

332510 Hardware Mfg

332610 Spring & Wire Product Mfg

Machine Shops; Turned 332700 Product; & Screw, Nut, & Bolt Mfg

332810 Coating, Engraving, Heat Treating, & Allied Activities

Other Fabricated Metal Product 332900 Mfa

Machinery Manufacturing

333100 Agriculture, Construction, & Mining Machinery Mfg

333200 Industrial Machinery Mfg 333310 Commercial & Service Industry

Machinery Mfg Ventilation, Heating, Air-Conditioning, & Commercial 333410 Refrigeration Equipment Mfg 333510

Metalworking Machinery Mfg 333610 Engine, Turbine & Power Transmission Equipment Mfg Code

333900 Other General Purpose Machinery Mfg

Computer and Electronic Product Manufacturing

334110 Computer & Peripheral Equipment Mfa

334200 Communications Equipment 334310 Audio & Video Equipment Mfg

Semiconductor & Other 334410

Electronic Component Mfg Navigational, Measuring, Electromedical, & Control 334500

Instruments Mfg 334610 Manufacturing & Reproducing Magnetic & Optical Media

Electrical Equipment, Appliance and Component Manufacturing

335100 Electric Lighting Equipment Mfg

335200 Household Appliance Mfg 335310 Electrical Equipment Mfg 335900 Other Electrical Equipment &

Component Mfg

Transportation Equipment Manufacturing

336100 Motor Vehicle Mfg

336210 Motor Vehicle Body & Trailer

336300 Motor Vehicle Parts Mfg

336410 Aerospace Product & Parts Mfg

336510 Railroad Rolling Stock Mfg 336610 Ship & Boat Building

336990 Other Transportation Equipment Mfg

Furniture and Related Product Manufacturing

337000 Furniture & Related Product Manufacturing

Miscellaneous Manufacturing 339110 Medical Equipment & Supplies

Mfg 339900 Other Miscellaneous Manufacturing

Wholesale Trade

Wholesale Trade, Durable Goods 421100 Motor Vehicle & Motor Vehicle Parts & Supplies Wholesalers

421200 Furniture & Home Furnishing Wholesalers 421300 Lumber & Other Construction

Materials Wholesalers 421400 Professional & Commercial Equipment & Supplies

Wholesalers 421500 Metal & Mineral (except

Petroleum) Wholesalers 421600 Electrical Goods Wholesalers 421700 Hardware, & Plumbing & Heating Equipment & Supplies

Wholesalers 421800 Machinery, Equipment, &

Supplies Wholesalers 421910 Sporting & Recreational Goods & Supplies Wholesalers

421920 Toy & Hobby Goods & Supplies Wholesalers 421930 Recyclable Material

Wholesalers 421940 Jewelry, Watch, Precious Stone,

& Precious Metal Wholesalers 421990 Other Miscellaneous Durable Goods Wholesalers

422100 Paper & Paper Product Wholesalers

422210 Drugs & Druggists' Sundries Wholesalers Apparel, Piece Goods, & 422300

Notions Wholesalers Grocery & Related Product

Wholesalers Farm Products Raw Material 422500

Wholesalers 422600 Chemical & Allied Products Wholesalers

Wholesale Trade, Durable Goods

422700 Petroleum & Petroleum Products Wholesalers

422800 Beer, Wine, & Distilled Alcoholic Beverage Wholesalers

422910 Farm Supplies Wholesalers 422920 Books, Periodical, & Newspaper Wholesalers

422930

Flower, Nursery Stock & Florists' Supplies Wholesalers Tobacco & Tobacco Product 422940 Wholesalers

Paint, Varnish, & Supplies 422950 Wholesalers

422990 Other Miscellaneous Nondurable Goods Wholesalers

Retail Trade

Motor Vehicle and Parts Dealers

441110 New Car Dealers

441120 Used Car Dealers 441210 Recreational Vehicle Dealers

441221 Motorcycle Dealers

441222 Boat Dealers

441229 All Other Motor Vehicle Dealers 441300 Automotive Parts, Accessories, & Tire Stores

Furniture and Home Furnishings Stores

442110 Furniture Stores

442210 Floor Covering Stores

442291 Window Treatment Stores

442299 All Other Home Furnishings Stores

Electronics and Appliance Stores

443111 Household Appliance Stores 443112 Radio, Television, & Other **Electronics Stores**

443120 Computer & Software Stores 443130 Camera & Photographic

Supplies Stores **Building Material and Garden**

Equipment and Supplies Dealers

444110 Home Centers 444120 Paint & Wallpaper Stores

444130 Hardware Stores

Supplies Stores

444190 Other Building Material Dealers 444200 Lawn & Garden Equipment &

Food and Beverage Stores

445110 Supermarkets and Other Grocery (except Convenience) Stores

445120 Convenience Stores

445210 Meat Markets

445220 Fish & Seafood Markets

445230 Fruit & Vegetable Markets

445291 Baked Goods Stores

445292 Confectionery & Nut Stores

445299 All Other Specialty Food Stores

445310 Beer, Wine, & Liquor Stores

Health and Personal Care Stores

446110 Pharmacies & Drug Stores 446120 Cosmetics, Beauty Supplies, & Perfume Stores

446130 Optical Goods Stores

446190 Other Health & Personal Care

Gasoline Stations

447100 Gasoline Stations (including convenience stores with gas)

Clothing and Clothing Accessories Stores

448110 Men's Clothing Stores

448120 Women's Clothing Stores

448130 Children's & Infants' Clothing

Stores

448140 Family Clothing Stores

448150 Clothing Accessories Stores

448190 Other Clothing Stores 448219 Shoe Stores

448310 Jewelry Stores 448320 Luggage & Leather Goods

Stores

Code

Sporting Goods, Hobby, Book and **Music Stores**

451110 Sporting Goods Stores 451120 Hobby, Toy, & Game Stores 451130 Sewing, Needlework, & Piece

Goods Stores Musical Instrument & Supplies 451140 Stores

451211 Book Stores

451212 News Dealers & Newsstands 451220 Prerecorded Tape, Compact Disc, & Record Stores

General Merchandise Stores

452110 Department Stores

452900 Other General Merchandise Stores

Miscellaneous Store Retailers

453110 Florists

453210 Office Supplies & Stationery Stores

453220 Gift, Novelty, & Souvenir Stores 453310 Used Merchandise Stores

453910 Pet & Pet Supplies Stores

453920 Art Dealers

453930 Manufactured (Mobile) Home Dealers

453990 All Other Miscellaneous Store Retailers (including tobacco, candle, & trophy shops)

Nonstore Retailers

454110 Electronic Shopping & Mail-Order Houses

454210 Vending Machine Operators

454311 Heating Oil Dealers

454312 Liquefied Petroleum Gas (Bottled Gas) Dealers

454319 Other Fuel Dealers

454390 Other Direct Selling Establishments (including doorto-door retailing, frozen food plan providers, party plan merchandisers, & coffee-break service providers)

Transportation and Warehousing

Air, Rail, and Water Transportation

481000 Air Transportation

482110 Rail Transportation

483000 Water Transportation

Truck Transportation

484110 General Freight Trucking, Local 484120 General Freight Trucking, Longdistance

484200 Specialized Freight Trucking

Transit and Ground Passenger Transportation

485110 Urban Transit Systems 485210 Interurban & Rural Bus

Transportation 485310 Taxi Service

485320 Limousine Service

485410 School & Employee Bus Transportation

485510 Charter Bus Industry

485990 Other Transit & Ground Passenger Transportation

Pipeline Transportation

486000 Pipeline Transportation

Scenic and Sightseeing Transportation

487000 Scenic & Sightseeing Transportation

Support Activities for Transportation

488100 Support Activities for Air Transportation

488210 Support Activities for Rail Transportation

488300 Support Activities for Water Transportation

488410 Motor Vehicle Towing 488490 Other Support Activities for

Road Transportation Freight Transportation Arrangement

Code

488990 Other Support Activities for Transportation

Couriers and Messengers

492110 Couriers

492210 Local Messengers & Local Delivery

Warehousing and Storage

493100 Warehousing & Storage (except lessors of miniwarehouses & self-storage units)

Information

Publishing Industries

511110 Newspaper Publishers

511120 Periodical Publishers

511130 Book Publishers

511140 Database & Directory Publishers

511190 Other Publishers

511210 Software Publishers

Motion Picture and Sound Recording Industries

512100 Motion Picture & Video Industries (except video rental)

512200 Sound Recording Industries

Broadcasting and Telecommunications

513100 Radio & Television Broadcasting 513200 Cable Networks & Program

Distribution 513300 Telecommunications (including paging, cellular, satellite, & other telecommunications)

Information Services and Data **Processing Services**

514100 Information Services (including news syndicates, libraries, & on-line information services) 514210 Data Processing Services

Finance and Insurance

Depository Credit Intermediation

522110 Commercial Banking

522120 Savings Institutions

522130 Credit Unions

522190 Other Depository Credit Intermediation

Nondepository Credit Intermediation

522210 Credit Card Issuing

522220 Sales Financing

522291 Consumer Lending 522292 Real Estate Credit (including

mortgage bankers & originators)

522293 International Trade Financing

522294 Secondary Market Financing 522298 All Other Nondepository Credit

Intermediation **Activities Related to Credit**

Intermediation 522300 Activities Related to Credit Intermediation (including loan

Securities, Commodity Contracts, and Other Financial Investments and

Related Activities 523110 Investment Banking & Securities

Dealing 523120 Securities Brokerage

523130 Commodity Contracts Dealing 523140 Commodity Contracts

Brokerage Securities & Commodity 523210 Exchanges

Other Financial Investment Activities (including portfolio management & investment advice)

Code

Insurance Carriers and Related **Activities**

524140 Direct Life, Health, & Medical Insurance & Reinsurance Carriers

524150 Direct Insurance & Reinsurance (except Life, Health & Medical) Carriers

524210 Insurance Agencies & **Brokerages**

524290 Other Insurance Related Activities

Funds, Trusts, and Other Financial Vehicles

525100 Insurance & Employee Benefit Funds

525910 Open-end Investment Funds (Form 1120-RIC) Trusts, Estates, and Agency 525920

Accounts 525930 Real Estate Investment Trusts (Form 1120-REIT)

525990 Other Financial Vehicles

"Offices of Bank Holding Companies" and "Offices of Other Holding Companies," are located under **Management of Companies (Holding** Companies)

Real Estate and Rental and Leasing

Real Estate 531110 Lessors of Residential Buildings

& Dwellings 531114 Cooperative Housing

Lessors of Miniwarehouses & 531120

Self-Storage Units Lessors of Other Real Estate 531190 Property

531210 Offices of Real Estate Agents & **Brokers**

531310 Real Estate Property Managers

531320 Offices of Real Estate Appraisers 531390 Other Activities Related to Real

Estate

Rental and Leasing Services 532100 Automotive Equipment Rental & Leasing

532210 Consumer Electronics & Appliances Rental

Formal Wear & Costume Rental 532220 532230 Video Tape & Disc Rental

532290 Other Consumer Goods Rental 532310 General Rental Centers 532400 Commercial & Industrial

& Leasing Lessors of Nonfinancial Intangible

Assets (except copyrighted works) 533110 Lessors of Nonfinancial Intangible Assets (except copyrighted works)

Machinery & Equipment Rental

Professional, Scientific and **Technical Services**

Legal Services 541110 Offices of Lawyers 541190 Other Legal Services

Accounting, Tax Preparation, Bookkeeping and Payroll Services 541211 Offices of Certified Public

Accountants 541213 Tax Preparation Services

541214 Payroll Services 541219 Other Accounting Services

Architectural, Engineering and Related Services 541310 Architectural Services

541320 Landscape Architecture Services

541330 Engineering Services 541340 Drafting Services

Architectural Engineering and Related Services

541350 Building Inspection Services 541360 Geophysical Surveying & Mapping Services

541370 Surveying & Mapping (except Geophysical) Services

541380 Testing Laboratories

Specialized Design Services

541400 Specialized Design Services (including interior, industrial, graphic, & fashion design)

Computer Systems Design and **Related Services**

541511 Custom Computer Programming Services 541512 Computer Systems Design Services

541513 Computer Facilities Management Services

541519 Other Computer Related Services

Other Professional, Scientific and Technical Services

541600 Management, Scientific, & Technical Consulting Services 541700 Scientific Research & **Development Services** 541800 Advertising & Related Services 541910 Marketing Research & Public

Opinion Polling 541920 Photographic Services 541930 Translation & Interpretation

Services 541940 Veterinary Services 541990 All Other Professional, Scientific, & Technical Services

Management of Companies (Holding Companies)

551111 Offices of Bank Holding Companies Offices of Other Holding 551112 Companies

Administrative and Support and Waste Management and **Remediation Services**

Administrative and Support Services

561110 Office Administrative Services 561210 Facilities Support Services 561300 Employment Services 561410 Document Preparation Services 561420 Telephone Call Centers 561430 Business Service Centers

(including private mail centers & copy shops) 561440 Collection Agencies

561450 Credit Bureaus 561490 Other Business Support

Services (including repossession services, court reporting, & stenotype services)

Code

561500 Travel Arrangement & Reservation Services 561600 Investigation & Security

Services

Exterminating & Pest Control 561710 Services

561720 Janitorial Services 561730 Landscaping Services

Carpet & Upholstery Cleaning 561740 Services

561790 Other Services to Buildings & **Dwellings**

561900 Other Support Services (including packaging & labeling services, & convention & trade show organizers)

Waste Management and Remediation Services

562000 Waste Management & Remediation Services

Educational Services

611000 Educational Services (including schools, colleges, & universities)

Health Care and Social Assistance

Offices of Physicians and Dentists

Offices of Physicians (except mental health specialists) 621112 Offices of Physicians, mental

Health Specialists

621210 Office of Dentists

Offices of Other Health Practitioners

621310 Offices of Chiropractors 621320 Offices of Optometrists 621330 Offices of Mental Health Practitioners (except

Physicians) Offices of Physical, 621340 Occupational & Speech Therapists, & Audiologists

Offices of Podiatrists 621391 Offices of All Other 621399 Miscellaneous Health Practitioners

Outpatient Care Centers

621410 Family Planning Centers 621420 Outpatient Mental Health & Substance Abuse Centers 621491 HMO Medical Centers 621492 Kidney Dialysis Centers 621493 Freestanding Ambulatory Surgical & Emergency Centers 621498 All Other Outpatient Care

Medical and Diagnostic Laboratories

621510 Medical & Diagnostic Laboratories

Home Health Care Services

Centers

621610 Home Health Care Services

Code

Other Ambulatory Health Care Services

621900 Other Ambulatory Health Care Services (including ambulance services & blood & organ banks)

Hospitals 622000 Hospitals

Nursing and Residential Care Facilities

623000 Nursing & Residential Care

Facilities

Social Assistance

624100 Individual & Family Services 624200 Community Food & Housing, & Emergency & Other Relief Services

624310 Vocational Rehabilitation Services

624410 Child Day Care Services

Arts, Entertainment and Recreation

Performing Arts, Spectator Sports and Related Industries

711100 Performing Arts Companies Spectator Sports (including sports clubs & racetracks) 711210

Promoters of Performing Arts, 711300 Sports, & Similar Events

711410 Agents & Managers for Artists, Athletes, Entertainers & Other Public Figures

711510 Independent Artists, Writers, & Performers

Museums, Historical Sites and Similar Institutions

712100 Museums, Historical Sites & Similar Institutions

Amusement, Gambling and Recreation Industries

713100 Amusement Parks & Arcades 713200 Gambling Industries

713900 Other Amusement & Recreation Industries (including golf courses, skiing facilities, marinas, fitness centers, & bowling cen-

Accommodation and Food Services

Accommodation

721110 Hotels (except casino hotels) & Motels

721120 Casino Hotels

721191 Bed & Breakfast Inns 721199 All Other Traveler

Accommodation 721210 RV (Recreational Vehicle)

Parks & Recreational Camps 721310 Rooming & Boarding Houses Code

Food Services and Drinking Places

722110 Full-Service Restaurants 722210 Limited-Service Eating Places 722300 Special Food Services (including food service contractors & caterers)

722410 Drinking Places (Alcoholic Beverages)

Other Services

Repair and Maintenance

811110 Automotive Mechanical & Electrical Repair & Maintenance

811120 Automotive Body, Paint, Interior, & Glass Repair

811190 Other Automotive Repair & Maintenance (including oil change & lubrication shops & car washes)

811210 Electronic & Precision Equipment Repair & Maintenance

811310 Commercial & Industrial Machinery & Equipment (except Automotive & Electronic) Repair & Maintenance

811410 Home & Garden Equipment & Appliance Repair & Maintenance

811420 Reupholstery & Furniture Repair

811430 Footwear & Leather Goods Repair

811490 Other Personal & Household Goods Repair & Maintenance

Personal and Laundry Services

812111 Barber Shops

812112 Beauty Salons

812113 Nail Salons

812190 Other Personal Care Services (including diet & weight reducing centers)

812210 Funeral Homes & Funeral Services

812220 Cemeteries & Crematories 812310 Coin-Operated Laundries &

Drycleaners 812320 Drycleaning & Laundry Services (except Coin-Operated)

812330 Linen & Uniform Supply

812910 Pet Care (except Veterinary) Services

812920 Photofinishing

812930 Parking Lots & Garages

812990 All Other Personal Services

Religions, Grantmaking, Civic, Professional and Similar Organizations

813000 Religious, Grantmaking, Civic, Professional, & Similar Organizations (including condominium and homeowners associations)

A "Special Event" is an uncommon, unique, noteworthy, or extra occurrence of a specific activity open to the general public and designed, advertised, or promoted for an identified purpose to be conducted or held on a designated day or series of days, whether held outdoors, indoors, or both, in a public or private facility, at which at least 50 vendors will be present. Special events include auctions, shows, celebrations, circuses, expositions, entertainment, exhibits, fairs, festivals, fund raisers, histor-

ical re-enactments, movies, pageants, parades, and sporting events, the conduct of which has the effect or intent to draw persons and create an atmosphere or opportunity to sell taxable tangible personal property or services. An activity that constitutes a "qualified convention or trade show activity" as defined in section 513(d) of the Internal Revenue Code of 1986 is not a special event. However, participants are liable for sales tax on taxable sales and must file a Form FR-500B.

INSTRUCTIONS

WHO MUST REGISTER AND WHEN

The special event registration and application (Form FR-500B) is to be completed by any individual, organization, business, or consumer who is planning to promote a special event. The promoter must register before the event with the Government of the District of Columbia, Office of Tax and Revenue, 1101 4th St., S.W., Washington, D.C. 20024.

The following general instructions will assist you in completing the special event registration application

- All questions in parts I and II must be answered. If not applicable, write "N/A" in the answer block.
- All questions requiring a date must include the month, day and year.
- Sign the application and submit all requested items.
- Return only the original completed application form. Do not send copies.
- Be sure to enter your Federal Employer Identification Number (or SSN, if self employed). If an ID number has been applied for, please note that fact and inform us of your number once assigned.
- Enter the proper six digit Principal Business Activity Code. A list of codes is provided in this booklet.

WHO MUST COLLECT AND FILE

Any individual, organization, business, or consumer engaging in business in the District of Columbia must collect District of Columbia sales tax from the purchaser on: sales of tangible personal property delivered to a customer in the District, certain foods and drinks sold at retail; rental or leasing of tangible personal property; and admissions to certain public events that take place in the District.

USE TAX

The use tax is a tax at the same rate as the sales tax and it is imposed on the purchase or rental of tangible personal property for the purpose of use, storage or consumption in the District by a buyer who did not pay a sales tax to the District or any other taxing jurisdiction at the time of the purchase or rental.

WHEN FORM FR-500B IS DUE

This form must be filed within a reasonable time in advance of the scheduled event.

FORM FR-800SE

This special event sales tax form is to be used by each special

event vendor to report and pay the appropriate amount of sales tax to the Office of Tax and Revenue. Form FR-800SE must be filed by the 20th of the month following the month in which the special event took place.

NEW REQUIREMENTS FOR PROMOTERS OF SPECIAL EVENTS

Promoters of special events must, before the event, inform vendors and exhibitors who are participating in the special event of their responsibilities to collect sales tax and pay it to the Office of Tax and Revenue. Information concerning the applicability of the sales tax will be supplied to the promoters by the Office of Tax and Revenue.

A special event promoter must provide the Office of Tax and Revenue, Collection Division, 1101 4th St., S.W., Washington, D.C. 20024, with a preliminary list of all the participating vendors and exhibitors, their addresses, representatives and telephone numbers. This list is due at least 30 calendar days before the special event occurs. A final list is due no later than 10 calendar days after the last day of the special event unless previously submitted.

Before the special event, a promoter must provide the vendors and exhibitors with information regarding their District tax obligations, filing deadlines and other requirements that are provided by the District after the preliminary list of participating vendors and exhibitors is submitted.

The penalty for failing to provide the preliminary list is \$1,000 plus \$50 for each day the list is late. The penalty for failing to provide the preliminary list is capped at \$2,500.

The penalty for failing to provide the final list is \$1,000 plus \$50 for each day the list is late. The penalty for failing to provide the final list is capped at \$10,000.

The term promoter includes any for-profit or nonprofit individual or entity.

TAX EXEMPT ORGANIZATIONS

An organization exempt from paying sales taxes on purchases is not exempt from collecting sales taxes from purchasers when it is a promoter or participant in a special event.

QUESTIONS

If you have any questions regarding the above tax requirements, visit or contact the Office of Tax and Revenue, Customer Service Administration, 1101 4th St., S.W., Washington, D.C. 20024 or call (202) 727-4TAX(4829).

FR-500B SPECIAL EVENT REGISTRATION APPLICATION



GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF TAX AND REVENUE

	PART I – GENE	ERAL INFORMA	ATION	
1.	Federal Employer Identification Number			NAICS Principal Business Code
	or Social Security Number			
3.	Type of Ownership:			
	□ Sole Proprietor □ Lir	mited Liability C	ompany	
	☐ General Partnership ☐ Ot	ther (specify)		
	☐ Limited Partnership			
	☐ Limited Liability Partnership			
	☐ Joint Venture			
	☐ Corporation			
	State where incorporated Mo Day	Yr		
4.	Business name (individual, partnership, Corporation or spec	ial event name)		
5.	Trade name or promoter (if different from that on line 4)			
6.	Business address (P.O. Box is not acceptable unless located	d in a Rural Are	a)	
7.	Mailing address			
88	a. Local business phone # 8b. Main office phone #	9. Fax #	10.	Date present business began
	()	()		in D.C/
	()	()		mo. day yr.
11.	NAME, TITLE, HOME ADDRESS, SOCIAL SECURITY NUM	MBER OF PRO	PRIETOR, PARTNER	S OR PRINCIPAL OFFICERS
	Name and title Home address		Zip Code	Social Security Number
	Name and title Home address		Zip Code	Social Security Number
	Name and the		Zip Code	Social Security Number
	Name and title Home address		Zip Code	Social Security Number
100	. Describe fully all of your current or expected business activi	ities within D.C.		
120	. Describe fully all of your current of expected business activi	illes willin D.O.		
b	. Current D.C. registration number		_	
C.	Name and address (if different from business address)			
	City State/Zip			
	· · · · · · · · · · · · · · · · · · ·			
	PART II – SALES AND			
13.	Check applicable box(es) below:	14. Date sale	es began in D.C.	
	☐ Reporting sales tax on retail sales or rentals	utoido D.C	11	no. day yr.
	 □ Reporting use tax on items purchased tax free inside/ou □ Making exempt sales where a certificate of resale is issued 			
15.	If you have more than one place of business where you ma consolidated sales tax return for all locations? Yes	ike taxable sale No	s in the District of Co	lumbia, do you wish to file a

Plea	ase indicate the type of activity an	d/or equipment your	special event requ	ires by checking	the appropriate box:
16.	Do you have written approval for the	ne site of your event?	☐ Yes	□ No	
17.	Have you contacted the Mayor's S	pecial Events Task Ford	ce? □ Yes	□ No	
18.	Will you have mechanical amusem	ents?	☐ Yes	□ No	
	If Yes, describe:				
19.	Will the event be located on public	or private space?	□ Publi	c 🛘 Private	
20.	Will any fireworks be sold?		☐ Yes	□ No	
21.	Name of event:				
22.	Date(s) of event:				
23.	Location of event:				
24.	Number of Food/Beverages Vendo	rs:(Attach a list of names, addr	esses and telephone number	rs)	
25.	Number of Merchandise Vendors:	(Attach a list of names, addresses	and telephone numbers)		
26	Total number of Vendors:	(,		
20.	(Attach a li	ist of names, addresses and telepho	one numbers)		
27a	. Type of Merchandise: • New	b. Value	☐ Actual Cost: \$		
	□ Used □ Donated			ies: \$ ies: \$	
28.	Estimated Gross Income \$				
29.	Bank account information:				
	a. Name of Bank		b. Accou	int number	
	c. Address		City		State
I dec	ecial Mailing Instructions: clare under penalties as provided by law that this viedge and belief, it is true, correct and complete		ccompanying schedules	and statements) has bee	en examined by me and, to the best of my
					/ /
	Signature		Title		Date
	Completed application must be signed to	by either owner, partner or pri	incipal officer of the corp	oration, or agent. (Power	r of attorney must be attached.)
		OFFICI	IAL USE ONLY		
Type	of Tax				
	,				
Liabil	lity began///				
Cycle	e				
Meth	nod				
Rema	ark:				
Reve	enue Officer:	Date	/		
Revie	ewer:	Date			
Date	data entered: / /	Initials		_	