

Town of Gypsum
Carry out Bag Fee Return Instructions

The returns and checks should be mailed to:

Town of Gypsum – Sales Tax
P.O. Box 130
Gypsum, CO 81637

Per Colorado House Bill HB21-1162, beginning January 01, 2023, businesses meeting the criteria outlined in the bill will be required to collect \$0.10 per recycled paper carryout bag or single-use plastic carryout bag provided to a customer at the point of sale.

Of this fee, \$0.06 per bag must be remitted to the Town of Gypsum on a quarterly basis. Starting after the first quarter 2024 the Bag Fee Report is due on the 20th of the month following the quarter end. The gap between the fee start date of Jan. 1, 2023, and the fee remission date of April 1, 2024 is the result of a drafting error in the legislation. The Town of Gypsum is providing this remission form now to assist businesses subject to the law to remit fees in 2023, rather than waiting until 2024 if it helps with tracking and accounting. That said, by law, no fees are required to be remitted until April 1, 2024.

First Quarter (January - March) -- Due April 20th

Second Quarter (April - June) -- Due July 20th

Third Quarter (July - September) -- Due October 20th

Fourth Quarter (October - December) -- Due January 20th

The return is due the next business day if the 20th is on a Saturday, Sunday, or legal holiday.

If bag fees due to the Town for a particular quarter do not amount to \$20 or more, the business may retain those collected fees until such time as they have accumulated at least \$20 total and remit in that quarter. However, businesses are required to submit information quarterly whether revenues exceed \$20 or not.

Line 1. Enter the total amount of carryout bag fees collected

Line 2. The percent of carryout bag fees that is to be submitted to Town of Gypsum

Line 3. Multiply Line 1 and Line 2 to calculate the dollar amount that is to be submitted to Town of Gypsum.

The retailer's check submitted to the Town of Gypsum should equal line 3.

Town of Gypsum
Carry out Bag Fee Return

Business Name		Reporting Quarter(s)	
Mailing Address		Due Date	

1. Total carry out bag fee revenue collected	
2. 60% owed to Town	
3. Amount owed to Town	

Authorized Representative:

Name:		Title:	
Phone:		Email:	
Signature:		Date	