

# COEUR D'CON 2020 SELLER'S PERMITS & TAX INFO

All participants must complete these steps, even if you're not making sales or if you have a regular seller's permit. This process is new for 2020, so please take a few minutes to read through each step. For quick reference, our event ID is 917897216.

1. Go to <https://tax.idaho.gov/GoToTAP> and under "Other Services" click "Temporary Sellers and Promoters."

**Welcome to Taxpayer Access Point (TAP)!**  
TAP is a convenient, secure way to file, pay, and maintain your account online.

**Log In**  
Username  
Password  
Log In  
Forgot Password?  
Forgot Username?  
Don't have a logon? Register here

**For Individuals**  
Where's My Refund?  
Verify Identity  
Fraud Referral  
Temporary Sellers and Promoters  
Respond to Inquiry Letter  
Quick Pay

**For Businesses**  
Permit Validation  
Apply for IFTA License

**Help Links**  
TAP Help Guides  
Introduction to TAP  
Read Tax Update  
Contact Us

**Announcements**  
December 16, 2019  
Temporary sellers and event promoters can now use TAP to request forms and register events. No TAP account necessary. See "Temporary Sellers and Promoters" for more information.

2. Choose "Seller" on the next page and then click "Next."

Choose **Individual** if you will be selling a product or related service outside of an event for a short period of time. Examples of individuals include those who:

- sell a homemade product for a short period of time
- hold a yard sale not on their own premises

More information about individuals can be found [here](#)

I am a(n):  
Individual Promoter **Seller**

Cancel Next >

3. Choose "I am going to an event" on the next page and then click "Next."

**Choose Sales Type**

Choose **I am going to an event** if you:

- have an Event ID from a promoter
- will be selling at a short-term event like bazaar, farmers market, or craft show
- will be demonstrating a product or service at an event

*More information about temporary permits can be found [here](#)*

Choose **I need a regular permit** if you:

- are not registering for an event
- will be making more than a couple of sales a year
- are running a business (large or small)
- want to be able to see your sales tax filing records online\*

*More information about regular permits can be found [here](#)*  
*\*After you have your permit, apply for a TAP account so you can file, pay, and view your tax records online.*

Please select the option that best describes your situation:

I am going to an event     I need a regular permit

Cancel    < Previous    Next >

4. You need to enter the Event ID for Coeur d'Con 2020: **917897216**

1. Choose Participant Type    2. Choose Sales Type    3. Specify Event

**Specify Event**

Please enter the Event ID of your event below.

Event ID:

Cancel    < Previous    Next >

5. Your participants will enter their seller information, click “Next,” and then verify their information.

1. Choose Participant Type   2. Choose Sales Type   3. Specify Event   4. Enter Seller Information

### Enter Seller Information

First Name  *Required*

Last Name  *Required*

Business Name

ID Type  Federal Employer ID #    Taxpayer Identity #    Social Security #    I don't have any of these

ID  *Required*

Street  *Required*

Unit Type     Unit

City  *Required*   State  IDAHO

Zip  *Required*   Country  USA

Email  *Required*

Confirm Email  *Required*

Phone  *Required*

The products or services I am selling or advertising are...  *Required*

6. Select the appropriate type of permit for your booth based on the criteria given.

1. Choose Participant Type   2. Choose Sales Type   3. Specify Event   4. Enter Seller Information   5. Choose Purpose

### Choose Purpose

Choose **I am not selling** if you are attending an event and not selling products or related services. Examples include:

- demonstrating a product
- advertising a service
- multi-level marketing (e.g. Scentsy, Avon, Mary Kay)

*NOTE: You will still get a permit that must be displayed during the event.*

Choose **I have a regular permit** if you already have a regular seller's permit. You don't need a temporary permit if you already have a regular tax permit. For example, if you have a sales tax permit and you're selling the same type of product, you don't need a temporary permit. Just include any extra sales when you file your regular tax form.

Choose **I need a temporary permit** if you are selling products or related services and need a Temporary Seller's Permit.

**For this event,**

<input type="radio"/> I am not making taxable sales	<input type="radio"/> I have a regular permit	<input type="radio"/> I need a temporary permit
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Required

Cancel   < Previous   Next >

7. When you reach the Confirmation page, you will be notified that you have been sent an email with the information you need in order to participate in this sales event, including a form to display. Bring this form with you on the day of the event.