

Studio Tour Nuts and Bolts

Licensing:

If you are showing in your own studio and you have a license to sell from your home, you do not need to get any other licenses.

If you are showing in your own studio but you do not have a license to sell from your home, or if you are showing in another person's studio, you need a special events license from the state, and probably from the city in which you will be showing. If you will be doing multiple events this year you should get a multiple special events license. You need a special events license even if you have a regular business license.

Information from the state can be found at:

<http://www.colorado.gov/cs/Satellite/Revenue/REVX/1178305431219>

Information from the city can be obtained by calling the city in which you will be showing.

Business Assistance:

The Colorado Small Business Development Center has locations across the state and offers a variety of free and low cost classes that can help you get set up as a business.

<http://www.coloradosbdc.org/>

You can get a free copy of their book from any of their offices, or by downloading it as a pdf from:

<http://www.coloradosbdc.org/DocumentMaster.aspx?doc=1761>

Taxes:

You must charge tax on all items you sell during the studio tour. The amount of this tax will depend on where you are showing.

You can find detailed information at:

https://www.colorado.gov/revenueonline/_/#2

If you are unclear on what licenses you need or how much tax you should charge, feel free to ask your studiomates for help! If you are showing alone, get in touch with an experienced tour member in your town; they will be able to guide you.