



**FOREST COUNTY  
POTAWATOMI**  
*Keeper of the Fire*

**FCPC Tax Commission** (rev 06/19)  
Executive Director Tax Commission  
3136 W. Kilbourn Ave. • Milwaukee, WI 53208  
715-889-6023

**BTR Tax Account No.:** \_\_\_\_\_  
FOR FCPC USE ONLY

## BUSINESS TAX REGISTRATION FORM (SHORT-TERM)

*Business Tax Registration Fee applies - \$25.00 • Valid ONLY on dates as indicated. Fee waived for Display only.  
Payable to: FCPC Tax Commission • Check or Money order - No Cash Accepted*

**Parts A & B to be completed by Operator (organization hosting event)**

### ▶ PART A Event Information

1. Name of Short-Term Event: \_\_\_\_\_
2. Date(s) of Short-Term Event: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_
3. Location of Short-Term Event (e.g. venue, city): \_\_\_\_\_

### ▶ PART B Operator Information *(complete ONLY if address is different from vendor)*

1. Operator Name: \_\_\_\_\_
2. Address (Street or Route): \_\_\_\_\_
3. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
4. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Parts C & D to be completed by Vendor**

### ▶ PART C Vendor Information

1. Business Name: \_\_\_\_\_
2. Address (Street or Route): \_\_\_\_\_
3. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_
4. Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**5. Is this the first time Vendor registered their business with the Forest County Potawatomi Community?**

Please circle: Yes or No

**6. Check one box indicating the type of activity you intend to engage in at this event.**

- Selling Taxable Merchandise or Service (includes food sales)
- Selling Exempt Merchandise or Service
- Direct Seller's Company Name: \_\_\_\_\_
- Display Only
- Exempt Under Occasional Sales Rule

**▶ PART D Estimated Merchandise or Service Sales (per/day)**

- \$1 - \$450
- \$451 - \$1,500
- \$1,501 - \$3,000
- \$3,001 - \$5,000
- Over \$5,000

This application is required to lawfully engage in business activities and transactions occurring on Forest County Potawatomi Community lands, in accordance with the Forest County Potawatomi Community Tax Ordinance.

I declare, under penalty of the law of the Forest County Potawatomi Community, that I have examined this information and to the best of my knowledge and belief it is true, correct and complete.

(Vendor) Print Name: \_\_\_\_\_

(Vendor) Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**▶ PART E (This section to be completed by the Forest County Potawatomi Community Tax Commission)**

**Tribal Business Tax Registration Event Number:** \_\_\_\_\_

Upon approval, a Seller's Permit to Operate shall be issued under Short-Term License Certificate.

**Please mail and make payable to:**

Forest County Potawatomi Tax Commission  
3136 W. Kilbourn Ave.  
Milwaukee, WI 53208

**Questions? Please contact us at:** [taxcommission@fcpotawatomi-nsn.gov](mailto:taxcommission@fcpotawatomi-nsn.gov)