

Step 3: Tell us about your business activities

11 Describe your business activities: _____

Provide your North American Industry Classification System (NAICS) number: _____

Refer to the website www.naics.com

12 Will you have Illinois employees? Yes No

If yes, complete and attach **Schedule REG-UI-1**.

When was (is) the date of your first payroll in Illinois?

____/____/____

13 Does your supplier collect Illinois sales tax for merchandise your business uses or consumes in Illinois?

Yes No

When will (did) these activities begin? ____/____/____

14 Check all that apply to your type of business.

Sales

You must complete and attach Schedule REG-1-L to identify all Illinois locations from which you make retail sales.

General merchandise: Retail Wholesale

Do you estimate your monthly sales tax liability to be over \$200? Yes No

Sales to Illinois customers from out of state
____ Check here if you have an Illinois presence.

Soft drinks (other than fountain soft drinks) in Chicago

Vehicle, watercraft, aircraft, or trailers

Sales or delivery of tires. Do you **always** pay the Tire User Fee to your supplier? Yes No

Sales from vending machines. How many vending machines? ____

Liquor at retail (bar, tavern, liquor store, etc.)

Motor fuel/fuel: Retail Wholesale
____ Check here if you are required to **collect** prepaid sales tax.

Medical cannabis - **Attach Schedule REG-1-MC**.
____ Cultivation Center Dispensing Organization

Aviation fuel: Retail Wholesale
(if wholesale, attach Schedule REG-8-A)

When will (did) these activities begin? ____/____/____

Services

Do you transfer items, on which tax must be collected, as part of your service? Yes No

When will (did) this activity begin? ____/____/____

Cigarettes and other tobacco products

Cigarettes - See **Schedule REG-1-C** before you check here.

Tobacco products - See **Schedule REG-1-C** before you check here.

Cigarette machine operator - See **Schedule REG-1-C** before you check here.

When will (did) these activities begin? ____/____/____

Renting or leasing

Hotel rooms for less than 30 days - **Attach Schedule REG-1-L**.

Do you charge for telecommunication services?
 Yes No

Vehicles for one year or less - **Attach Schedule REG-1-L**.

Vehicles for more than one year

When will (did) these activities begin? ____/____/____

Utility providers

Electricity: Retail Wholesale

Natural gas: Retail Wholesale

Telecommunications - See **Schedule REG-1-T**.
____ Retail Wholesale

Water or sewer services
Are you a utility cooperative? Yes No
Are you a municipality? Yes No

When will (did) these activities begin? ____/____/____

All other tax types

Liquor warehousing - **Attach Schedule REG-1-A**.

Dry cleaning: Facility Solvent supplier

Own/operate coin-operated amusement devices

You wish to purchase electricity for non-residential use and pay the tax to IDOR - **Attach Schedule REG-1-D**.

You wish to purchase natural gas from outside of Illinois for your own use and pay the tax to IDOR - **Attach Schedule REG-1-G**.

Not listed. Identify: _____

When will (did) these activities begin? ____/____/____

Step 4: Sign below

Under penalties of perjury, I state that I have examined this information and, to the best of my knowledge, it is true, correct, and complete. I further attest that I will be responsible for filing returns and paying all taxes due **unless** Schedule REG-1-R, Responsible Party Information, is attached to this application or forwarded to the department. Check here if you are attaching or forwarding Schedule REG-1-R:

Signature: _____

Title: _____ Date: ____/____/____

Printed name: _____

SSN: _____ - _____ - _____

Address: _____

Phone: (____) _____ - _____

Mail your completed form, with any required attachments and payment to:

**CENTRAL REGISTRATION DIVISION
ILLINOIS DEPARTMENT OF REVENUE
PO BOX 19030
SPRINGFIELD IL 62794-9030**

This form is authorized as outlined under the tax or fee Act imposing the tax or fee for which this form is filed. Disclosure of this information is required. Failure to provide information may result in this form not being processed and may result in a penalty. Printed by the authority of the State of Illinois (web only)

