



Location id: **1001086068**

Dear Special Event Vendor,

Thank you for attending **Tennessee Craft Fall Craft Fair Nashville, TN**. The Tennessee Department of Revenue (TDOR) recently launched a new tax administration system called Tennessee Taxpayer Access Point (TNTAP) that changes the way you file, and remit sales tax collected at special events. TNTAP allows you to file and remit the sales tax online.

- The sales tax rate for this event is **9.75%** (*provided by Revenue*). The sales tax return for the event is **due by the 20th day of the month following the event** and can be filed using TNTAP online: <https://tntap.tn.gov/eservices/>

If you have an active Tennessee sales tax account:

- Please contact our Taxpayer Services division at (615) 253-0601 or email them at revenue.support@tn.gov to provide your Consolidated Sales Tax (SLC) account number.
- Your account will be associated with the special event location and period.
- If you need assistance with your TNTAP account, please call (615) 253-0600 or email revenue.support@tn.gov.

If you do not have an active Tennessee sales tax account:

- Please complete the Special Events Registration Application from our website and return it to the Tennessee Department of Revenue no later than **the end of the month in which the event is held**.
- The link for the special events application:
https://www.tn.gov/content/dam/tn/revenue/documents/taxes/sales/special_event/s/special_event_vendor_reg.pdf
- Ways to submit the Special Event Application to the Tennessee Department of Revenue:
 - By mail: Tennessee Department of Revenue, 500 Deaderick St, Nashville, TN 37242
 - Online: <https://revenue.support.tn.gov/hc/en-us/requests/new>
 - Request type is "Tax Question", and my question is about "Register or Update an Account".
 - You will need to scan and attach the application to your request.