



C2E2 2017 – Sales Tax Information

Page 1 of 1

This page addresses the issue of the collection of sales tax at C2E2 Expo 2017. If you do not plan to make direct sales at the C2E2, you need not read any further.

All C2E2 Exhibitors must comply with the sales tax laws of the State of Illinois. To this end, we are required to notify you that form IDOR-6-SETR must be completed and mailed, faxed or submitted online. Click here for the [IDOR-6-SETR](#) form.

It will be your responsibility to determine whether or not you are required to apply for a tax certificate and collect sales tax. You can do this by obtaining and reading the publication for retailers at:

<http://tax.illinois.gov/Individuals/SalesandRelated/fairs.htm>

You can receive your certificate of registration either online, in person or by mail by the following methods:

1. Downloading the form at: <http://tax.illinois.gov/TaxForms/Sales/CRT-61.pdf>

2. In person at the:

Chicago at the James R. Thompson Center-Concourse Level

100 West Randolph Street

Chicago, IL 60601-3274

312.814.5232

Hours: 8:30 AM – 5:00 PM on weekdays only. Please note the application will take 1-2 days to process.

Questions regarding the completion of form IDOR-6-SETR can also be resolved by contacting the IL State Tax Department at 847.294.4475.

Tax Certificates MUST be displayed in your booth during Show hours.

Please contact the IL State Tax Department if you have questions regarding the rate at which tax must be computed, charged and collected.

It is important that you call the State of Illinois after the event closes and close your account, otherwise you may be expected to make a monthly tax payment. The number to call is 217.785.3707.