



State of Utah

Utah State Tax Commission
210 North 1950 West
Salt Lake City, UT 84134

REPLY FORM

Short-Term Lodging Sales and Transient Room Tax Verification

Your Reply is due: **05/13/2026**
Letter ID Number: **STRXXXXX**

Contact Information

Provide the following information.

Name: _____

Position/Title: _____

Address: _____

Phone: _____ Email: _____

Required Information

Complete the questions below.

- | | YES | NO | |
|---|-------------------------------|--------------------------------------|--|
| 1. Do you have a sales tax account number? | ☐ | ☐ | |
| 2. Do you have a transient room tax account number? | ☐ | ☐ | |
| 3. Do you make sales outside a marketplace facilitator? | ☐ | ☐ | |
| 4. Which of the following marketplace facilitators do you list through? | | | |
| ☐ Airbnb | ☐ Vrbo | ☐ Booking.com | ☐ Expedia Group |
| ☐ Other: _____ | | | |
5. If you marked "Yes" on **Question 3**, initial the following comment that applies:
- If you answered "No" to Questions 1 or 2.*
I will obtain the necessary sales and transient room tax license(s) to report sales
_____ made outside of marketplace facilitators.
- If you answered "Yes" to Questions 1 and 2.*
I am currently licensed and I report the sales made outside of marketplace
_____ facilitators.
6. If your circumstances are not represented here, please specify.

Signature and Date

I declare under penalty of perjury that the information above is true and accurate to the best of my knowledge.

Signature

Date

Return Instructions

Return the completed **REPLY** form by email or mail by **05/13/2026**:

Email selfreview@utah.gov

Mail or
Drop Off Business Taxes and Discovery Division
Utah State Tax Commission
210 North 1950 West
Salt Lake City, UT 84134-9000