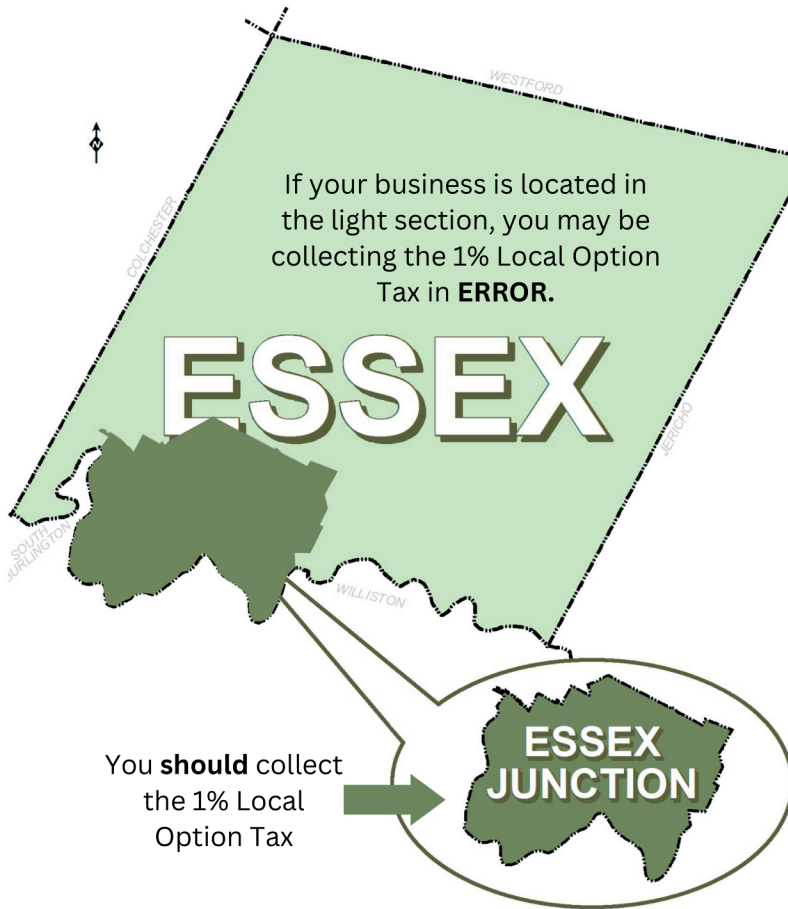


ATTENTION BUSINESS OWNERS

YOU MAY BE COLLECTING A 1% TAX IN ERROR



GENERAL INFORMATION

In July 2022, businesses in Essex Junction and the Town of Essex were sent letters from the Vermont Department of Taxes requesting that they update their business location as either the City of Essex Junction or the Town of Essex because of the 1 % Local Option Tax adopted by the City.

TOWN OF ESSEX

If your business is located in the larger "ESSEX" area on the map to the left, your updated address should be listed as "TOWN OF ESSEX".

CITY OF ESSEX JUNCTION

If your business is located in the darker "ESSEX JUNCTION" area on the map, your updated address should be listed as "CITY OF ESSEX JUNCTION".

The Vermont Department of Tax update is different than your mailing address. See more below.

YOUR NEW ADDRESS

The Town of Essex and the City of Essex Junction became separate municipalities on July 1, 2022 and you may no longer be located in "Essex Junction."

Although you are not required, if your business is physically located in the TOWN OF ESSEX, you may update your legal mailing address to, "Essex, VT 05452". Contact the United States Postal Service, either online at www.usps.gov or by visiting your local post office.

HOW TO CORRECT

If you believe you made an error in your location selection, you should contact the Vermont Department of Tax Division **immediately**.

If you remain unsure if your business is located in the Town of Essex or the City of Essex Junction, please contact either office to confirm.

Customers who believe they were charged incorrectly should request a refund directly from the business that charged the LOT in error.

CONTACT INFORMATION

Vermont Department of Taxes
Taxpayer Services Division
Business Tax Section
tax.business@vermont.gov
Phone: (802) 828-2551

City of Essex Junction
admin@essexjunction.org
Phone: (802) 878-6944
www.essexjunction.org

Town of Essex
community-development@essex.org
Phone: (802) 878-1343
www.essexvt.org