

GENERAL GUIDELINES FOR AMUSEMENT TAX

Notice to all persons or businesses conducting an amusement within the limits of Potter Township:

This letter applies to all persons or businesses an activity subject to the AMUSEMENT TAX GUIDELINES of Potter Township

Potter Township would like to call attention to the latest revision of the Township's code. Under code sections 195-9 through 195-20 of Potter Township Codes and Ordinances (available at:)

http://www.ecode360.com/14897721#/14897721?&_suid=1366051244350015678939512438478

In General:

- 1. Anyone conducting an amusement must file an application to register with the Township on the application form (copy attached) available at the Township Office.*
- 2. For Permanent Amusements, the producer of the amusement shall register annually before January 1st of the year in which an amusement will occur.*
- 3. Any property owner who permits an amusement to take place on its property shall inform the producer of the amusement of the requirement to file an application with the Township.*
- 4. Producers are responsible for completing a tax return(copy attached) and returning the same to the Township along with the tax collected. An owner of property where an amusement is held shall be responsible to collect and pay the tax if the producer does not do so.*
- 5. It is the responsibility of the producer and the property owner to notify the Township of the amusement.*

Additional copies of the *Application for an Amusement Tax Permit* and *Amusement Tax Reporting Forms* are available from the Zoning Officer at the Township office, and online at our website.