

Special Event Guide

Register your special event and file taxes at grandjunctiononline.gentaxcpc.net/tap

Host a Special Event (Event Promoters)

To **register your special event** so attendees can register/file returns, you'll need the following:

- Event name, event start and end dates, and a description of the event.
- The address at which the event will be held.
- Contact information for at least one individual responsible for the event.

When you're ready to register your special event, go to the Registration panel, "Host a Special Event (Event Promoters)".

Complete the request all the way through to final step "Add Contact Info", and click "Submit".



Registration

Register with the city as a new business or a tax preparer. Established businesses can create a web logon to file, pay, and manages taxes.

- > [Complete an Online License Application](#)
- > [Complete a Tax Preparer Application](#)
- > [Continue Your Application](#)
- > [Create a Web Logon](#)
- > [Register to Attend a Special Event \(Vendors\)](#)
- > [Host a Special Event \(Event Promoters\)](#)
- > [Submit a Voluntary Disclosure Agreement](#)

Create a Special Event



When you reach this page, the request has successfully been submitted. Your event will be available for attendees to register & file returns as soon as the event is Approved by staff.

Confirmation

Thank you for using Grand Junction Tax Portal to request addition of a special event.

Please keep this confirmation number for your records: **0-633-536-512**.

[Printable View](#)

[OK](#)