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## EMPLOYEE SERVICES

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# Request for Exemption From Local City Occupational Privilege Tax (OPT) <sup>[1]</sup>

Use this form to request exemption from the local city Occupational Privilege Tax, which is mandatory for all persons working in the City of Aurora and/or the City and County of Denver. This form only may be completed by employees whose primary employer is already withholding local city Head Tax. This form must be submitted to Employee Services.

**The Aurora Occupational Privilege Tax** is mandatory for all persons receiving compensation of \$250 or more within the City of Aurora during any part of the month. All employees whose position location is within the geographical limits of Aurora are to be set up for this tax, and the HRMS system monitors the gross salary to determine when the tax is withheld. Without a valid exemption form on file at Employee Services, this tax is required to be deducted. For additional information, visit the Aurora website:

<https://www.auroragov.org/DoingBusiness/TaxesandFees/Taxes/OccupationalPrivilegeTax/> <sup>[2]</sup>

**The Denver Occupational Privilege Tax** is mandatory for all persons receiving compensation of \$500 or more within the City and County of Denver during any part of the month. All employees whose position location is within the geographical limits of Denver are to be set up for this tax, and the HRMS system monitors the gross salary to determine when the tax is withheld. Without a valid exemption form on file at Employee Services, this tax is required to be deducted. For additional information, visit the Denver website:

<https://www.denvergov.org/Portals/571/documents/TaxGuide/Occupational%20Privilege%20Tax.ht>

<sup>[3]</sup>

### Files:



[Request-Exemption-City-Tax\\_13.08.23Node 980.xls](#)<sup>[4]</sup>

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**Source URL:** <http://www.cu.edu/employee-services/policies/request-exemption-local-city-occupational-privilege-tax-opt>

### Links:

[1] <http://www.cu.edu/employee-services/policies/request-exemption-local-city-occupational-privilege-tax-opt>

[2] <https://www.auroragov.org/DoingBusiness/TaxesandFees/Taxes/OccupationalPrivilegeTax/>

[3] <https://www.denvergov.org/Portals/571/documents/TaxGuide/Occupational%20Privilege%20Tax.ht>

[4] [http://www.cu.edu/sites/default/files/policies/docs/Request-Exemption-City-Tax\\_13.08.23Node%20980.xls](http://www.cu.edu/sites/default/files/policies/docs/Request-Exemption-City-Tax_13.08.23Node%20980.xls)