



## Notice Of Retail Delivery Fee Charge, State Of Colorado, USA

Date: July 5<sup>th</sup>, 2022

To whom it may concern;

The state of Colorado has implemented a .27 cent delivery fee per order on all orders shipped to the state of Colorado, USA. Effective July 01, 2022, Amaril Uniform Company, in accordance with the state of Colorado, must begin applying the retail delivery fee to all invoices shipping to the state of Colorado with no exception.

Based on the language provided by the state of Colorado department of revenue;

- ❖ The retailer “must list the fee as a separate item called *retail delivery fee* on the receipt or invoice issued to the purchaser”. Amaril Uniform Company will note this charge as part number “*CORDF*” on Colorado invoices and include a description noting *Colorado Retail Delivery Fee*.
- ❖ The retail delivery fee is a one-time fee per order. If multiple orders are shipped in one single container (box), a fee in the amount of .27 cents will be applied to each order in the container.
- ❖ If one order ships in multiple containers, such as an order with a back order that ships on a different date, the retail delivery fee will only be applied to one invoice on the order.
- ❖ The retail delivery fee is a non-taxable fee, and must be reflected on invoices separate from tax, and remitted to the state of Colorado department of revenue by our accounting department as a separate transaction from general state sales tax remittance.
- ❖ The fee will be applied by the Amaril Uniform Company warehouse on final invoices as orders are processed and shipped. The fee is not currently applied online in the Amarilcart™ e-commerce system, which will create a discrepancy between the total shown online on order confirmations, and the total amount charged on the final invoice. If this fee is added online in the e-commerce system in the future, a separate letter will be emailed to notify customers of additional changes.

For more information, please visit the Retail Delivery Fee information website provided by the Colorado Department of Revenue; <https://tax.colorado.gov/retail-delivery-fee>

Amaril Uniform Company Accounting  
Contact: Pam Caswell  
Email: [accounting@amaril.com](mailto:accounting@amaril.com)  
Direct Phone: 763-296-6134

Amaril Uniform Company Accounts Payable/Receivable  
Contact: Nancy Heffner  
Email: [arap@amaril.com](mailto:arap@amaril.com)  
Direct Phone: 763-296-6132