



Idaho Event Participant Registration

1. Go to tax.idaho.gov/GoToTAP and under "Sellers and Promoters" click "Register as a Temporary Seller or Promoter."
2. Choose "Seller" on the next page and then click "Next."
3. Choose: "I am going to an event" on the next page and then click "Next."
4. On the following page your participants need to enter the Event ID then click "Next." The event ID can be found on the front page of the market application and also on the website on the "Become a Vendor" page.
5. On the next page your participants will enter their seller information, click "Next."
6. On the next page your participants will Choose Purpose: "I am not making taxable sales," "I have a regular permit" or "I need a temporary permit."
7. On the following page your participants will review the information they provided. When they reach the Confirmation page, they're notified that they've been sent an email with the information they need in order to participate in this sales event including a form to display.
8. If you are vending for the whole season you will need to repeat steps 1-7 using the second event code for the season.

All participants must complete these steps, even if you're not making sales or if you have a regular seller's permit.