



City of Wheat Ridge Municipal Building 7500 W. 29th Ave. Wheat Ridge, CO 80033-8001 P: 303.235.2810 F: 303.234.5924

Dear Wheat Ridge Business:

I am writing to make sure that you are aware of the strict confidentiality laws in place to protect your business information.

The confidentiality of taxpayer information is something City of Wheat Ridge staff takes seriously. Section 22-50 of the Wheat Ridge Code of Laws governs what business information is available to the public, what information must be kept confidential, and what the exceptions to the law are.

The City may publicly release information about tax revenues or other business statistics in summary form to provide a picture of the City's overall economy. These summary reports must be created so that no single business' details can be discovered from the information.

Beyond this summary information, the only business information that is publicly available are the following: the business name, trade name, general business activity, location, date started, date closed, and business contact information.

There may be times when the city attorney or city staff need to access business information to perform their jobs. For example, a code officer may receive, without a warrant, details about the stated business activity on an account's application in order to enforce the City's land use laws, but the officer may not receive information about the account's taxes because code officers do not enforce the tax code.

Also, the City may provide tax and business information to other government entities – federal, state or local – if there is a legal agreement in place to share the information. Currently, the Wheat Ridge Tax Division has agreements with the Colorado Department of Revenue and the Colorado Marijuana Enforcement Division.

Finally, the City uses multiple levels of data security to help protect business information, including limiting staff access to the systems dedicated to business information, secure electronic processing and storage capabilities that exceed the requirements of the banking industry.

As you can see, we take the confidentiality of business information very seriously. If you have questions regarding this matter, please reach out to me at jeditullio@ci.wheatridge.co.us or Sales Tax Supervisor Kathy Franklin at kfranklin@ci.wheatridge.co.us.

Sincerely,

A handwritten signature in black ink that reads "Jerry DiTullio". The signature is written in a cursive style with a large initial "J".

Jerry DiTullio
Treasurer