

[illegible]

**SEE REVERSE
FOR IMPORTANT
STATE SALES TAX
INFORMATION OR
EXEMPT STATUS
INSTRUCTIONS**

MY TOTAL SALES

MAKE CHECKS PAYABLE TO: _____

IMPORTANT STATE SALES TAX INFORMATION



1. What does this mean for my organization?

Any organization that has not provided documentation that they should not be charged sales tax on their purchases is required to add sales tax to their order.

2. What documentation is needed so I will not be charged sales tax? Your organization will need to provide one of the following:

- Exemption Certificate showing that your organization is exempt from sales tax in the state the order will be shipped to.
- Resale Certificate showing that your organization will be reselling the products and your organization will be responsible for remitting any sales tax that is due on the sale directly to the state and local tax authorities.

3. How do I know if my organization is tax-exempt? Please consult your tax advisor to confirm your tax-exempt status.

EVERY STATE HAS DIFFERENT RULES THAT APPLY.

Please contact your state should you have any additional questions concerning sales tax.

Terri Lynn Fundraising is required to collect sales tax for both Candy and Non-Candy items if you do not provide an appropriate exemption certificate. Please be sure to submit the correct form in advance of your fundraiser so it will not delay your order process.

The tax rates for your state can also be found by calling us at 1-800-323-0775.

All purchases are subject to our terms and conditions available at www.terrilynn.com/termsandconditions

Thank you!



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