



APPLICATION FOR RESALE EXEMPTION CERTIFICATE

CITY OF THORNE BAY

City Clerk's Office; Sales Tax
120 Freeman Drive
Ph (907)828-3380 Fax (907)828-3374

All businesses making local purchases for resale must apply for and obtain a Resale Exemption Certificate for exemption. Resale Exemption Certificates are only issued to businesses that are registered. Certificates will not be issued if an account is not in compliance.

Certificates must be presented at time of purchase requesting sales tax exemption. *Applications will not be processed if the information is not complete and the \$25 fee (plus tax) is not included*

Resale applications are processed within 3 business days, and Applicants will be notified when the certificate is available for pickup.

Business Name _____ Sales Tax Account # _____

Business Owner _____ Phone Number (____)____-____

Mailing Address _____

Type of Business Activity _____

E-mail Address _____

Printed Name _____

Signature _____

Date _____

The fee of twenty-five dollars plus tax (\$ 26.50) be made at time of application and five dollars plus tax (\$5.30) for each replacement card. All applications must be paid before cards will be mailed

For Sales Tax Office Use Only

Sales Tax Exemption Number _____

Application fees: # of Cards Issued _____ Fee: \$ 25.00 Tax: \$1.50 Total Rec'd: \$ _____

Issue Date _____ Cash _____ Check _____ Credit Card _____

Staff Authorization _____