

Affidavit of Exempt Sales

phone: (608) 266-3969 • FAX: (608) 266-5464 • website: revenue.wi.gov

The Secretary of Revenue is required to certify to the Secretary of Administration a list of vendors and their affiliates who are:

- not registered to collect and remit Wisconsin sales and use tax, unless all sales are exempt, or
- registered, but do not collect or remit such taxes.

Wisconsin state agencies and authorities may not purchase materials, supplies, equipment or contractual services from vendors and affiliates who have been "certified" to the Secretary of Administration.

"Affiliate" means a person that controls, is controlled by, or is under common control with another person. "Control" means to own, directly or indirectly, more than 10% of the interest in, or voting securities of a business.

Any vendor or affiliate that only makes sales that are not subject to Wisconsin sales or use tax should complete the affidavit below. This certifies that all sales in Wisconsin are exempt from Wisconsin sales and use tax. Examples of exempt sales include:

- sales for resale
- sales to governmental units
- sales to exempt organizations
- sales of non-taxable services

Exempt sales do not include sales of tangible personal property or taxable services not taxed solely because the vendor or affiliate does not have activity in Wisconsin that requires them to collect and remit sales and use tax.

Any vendor or affiliate having only exempt sales in Wisconsin is not required to register to collect and remit Wisconsin sales or use tax.

Legal name _____

Business name (DBA) _____

Mailing address _____

Federal ID number _____ - _____

Type of property sold _____

Type of services sold _____

_____ certifies that all Wisconsin sales of its property and services are exempt under ch. 77, Wis. Stats.
Company name

I certify that, to the best of my knowledge, the above information is accurate and complete.

Completed by *(type or print)*

Title

Signature

Date

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Telephone number

Email address