

**ADMINISTRATIVE GUIDELINES**  
**RESALE OF SERVICES**  
**Procedure 431**

The resale of goods certificate does **not** apply to the sale of services for resale. In order to qualify for exemption on sales of services for resale you must meet the qualifications of 69.05.040 (31).

(31) Services sold for resale when the services are directly integrated into services or goods sold by the buyer located within the City and Borough and registered with the sales tax administrator, to another purchaser in the normal course of business, provided that the services are purchased separately for each resale, and the services are identified, charged for and billed for separately from any other services.

In order to take a "sales of services for resale" exemption, the following criteria must be met:

1. The service has to be directly integrated into services or goods sold by the buyer.
2. The buyer must be located in Juneau.
3. The buyer must be registered with the Sales Tax Administrator. The reseller must provide the original service provider with its sales tax account number.
4. The service is purchased separately for each resale.
5. The service is identified, charged for and billed separately from any other service. The service must be identified, charged for and billed separately by the reseller to the ultimate consumer, of which the entire transaction is subject to the tax. Evidence that the criteria is met must be provided to the original service provider. In order to qualify for exemption from the tax the reseller must provide the seller with adequate proof that the service will be resold according to the ordinance (example: a sample invoice showing itemization of the resold service).

**A Note for Service Providers:**

Items purchased for the consumption of your customers in the process of the service being rendered that are not separately stated and charged for to your customers are not considered to be resold and are taxable on your purchase. (i.e. snacks, beverages, etc.)