



Finance Department, Sales Tax Office
 155 South Seward St, Juneau, AK 99801
 Ph (907) 586-5215 Fax (907) 586-0365
 Email: sales.tax.office@juneau.org

APPLICATION FOR RESALE OF GOODS CERTIFICATE

Businesses making purchases for resale must obtain a Resale of Goods Certificate for their purchases to be exempt from CBJ sales tax. Resale of Goods Certificates are only issued to businesses that are registered and current in filing and remitting sales tax. **Certificates will not be issued if account is not in compliance.**

Certificates are valid on a calendar year basis. Application will not be processed if information is not complete or if application fee is not submitted.

Resale applications are processed each Thursday. Applications received after 4:30 p.m. on Wednesday will not be processed until the following week.

This is a NEW APPLICATION RENEWAL for January 1 through December 31, _____

Business Name _____ Sales Tax Account Number _____

D.B.A. _____ Phone _____

Mailing Address _____

Street Address _____

City _____ State _____ Zip Code _____

Type of Business Activity _____

Resale Certificate Fee: \$10.00

Applicants will only be issued one Resale Certificate.

Resale Code Selection (limit 4) - Please see Resale Codes listing.

<u>Renewals:</u>	Do you want the same codes as last year? <u>YES</u> or <u>NO</u> If you chose NO, please enter all desired codes below. Limit of 4 codes.
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NEW APPLICATIONS and RENEWALS requesting code changes: Enter codes below.

1. _____	3. _____
2. _____	4. _____

I declare subject to the penalties prescribed in City and Borough ordinances that this application has been examined by me and to the best of my knowledge and belief is a true and complete application. I acknowledge that I am solely responsible for purchasing within the categories listed, and I am responsible for sales tax liability resulting from misuse of the resale certificate. I understand that misuse of the Resale Certificate is unlawful and subject to prosecution and fine.

Signature _____ Printed Name _____ Date _____

For Sales Tax Office Use Only		
Application Fees Paid: _____	Compliance Verified: _____	Cash _____ Check No. _____
Sales Tax Exemption Number _____	Expiration Date _____	December 31, 20__
Staff Authorization _____	Issue Date _____	