

# Washington – Resale Request

## SELLER

COMMERCIAL DISTRIBUTION SPECIALISTS

5900 S LAKE FOREST DR #400

McKINNEY, TX 75070

## BUYER

**Important** – To satisfy sales tax exemption requirements, please send the following forms back to us:

1. This cover page AND
2. A copy of your Washington State Reseller Permit. An example of this form is provided.


If sending more than one document, send separately using the same order as described above.

Documents can be returned to us by mail using the address listed above or you may email or fax the forms back to us at:

Fax Number is: \_\_\_\_\_

Email Address is: \_\_\_\_\_

## Sample Exemption Document



### RESELLER PERMIT

Washington State Department of Revenue  
PO Box 47476 • Olympia, WA 98504-7476 • 1-800-417-7336

**Issued to:** \_\_\_\_\_ **Permit Number:** AXXXXXXXX

**Effective Date:** 01-01-2014

**Expiration Date:** 12-31-2017

**Business Activities:**  
 SUPERMARKETS AND OTHER GROCERY (EXCEPT CONVENIENCE) STORES

**This permit can be used to purchase:**

- Merchandise and inventory for resale without intervening use
- Ingredients, components, or chemicals used in processing new articles of tangible personal property produced for sale
- Feed, seed, seedlings, fertilizer, and spray materials by a farmer
- Materials and contract labor for retail/wholesale construction
- Items for dual purposes (see Purchases for Dual Purposes on back)

**This permit cannot be used to purchase:**

- Items for personal or household use
- Promotional items or gifts
- Items used in your business that are not sold, such as office supplies, equipment, tools, and equipment rentals
- Materials and contract labor for public works construction or U.S. government contracting (see Definitions on back)
- Materials and contract labor for speculative building

**This permit is no longer valid if the business is closed.**

**The business named on this permit acknowledges:**

- It is solely responsible for all purchases made under this permit
- Misuse of the permit:
  - Subjects the business to a penalty of 50 percent of the tax due, in addition to the tax, interest, and penalties imposed (RCW 82.32.201)
  - May result in this permit being revoked

**Notes (optional):** This is an example of the form we require you to send back to us. Please find your version of this form and send it back or upload it to the webportal information on your cover letter.

**Important:** The Department of Revenue may use information from sellers to verify all purchases made with this permit were qualified.