

# Kansas – Project Exemption Certificate Request

## SELLER

MIDWEST ROOFING SUPPLY  
5900 S. LAKE FOREST DR STE 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 completed Kansas Department of Revenue Project Exemption Certificate. 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

KANSAS DEPARTMENT OF REVENUE DIVISION OF TAXATION	
PROJECT EXEMPTION CERTIFICATE	
PERMIT TO PURCHASE TANGIBLE PROPERTY OR SERVICES WITHOUT PAYMENT OF SALES TAX, LOCAL SALES TAX, OR COMPENSATING TAX	
The undersigned purchaser certifies that the sale of tangible personal property by _____ of _____ (City, State)	
is exempt from the Kansas Sales and Compensating (Use) Tax pursuant to K.S.A. 79-3606(c),(d) or (aa) or the Retailers' Sales Tax Act	
Pursuant to the above section, the exemption certificate number below must appear on the invoice covering such sale	
Date _____	Purchaser: _____ (Contractor/Subcontractor)
Address _____	
City, State _____	
Authorized Signature _____	
<b>NOT VALID ON PURCHASES MADE PRIOR TO: April 1, 2006</b>	
<b>NOT VALID ON PURCHASES MADE AFTER: July 31, 2006</b>	
Exemption Certificate No. <b>123456</b>	
Name of political subdivision of the state, instrumentality or agency of the United States government or nonprofit hospital, or educational institution, or religious organization with whom contract has been signed: <b>Hilton High School</b>	
Project number (if used): <b>654321</b>	
Location of project (city or county): <b>420 Highland Drive, Anytown, KS</b>	
Description of project: <b>Construction of a new gymnasium</b>	
INSTRUCTIONS	
EXEMPT ORGANIZATION: A copy of this certificate (as completed by the Department of Revenue) should be furnished to each contractor or subcontractor who will be purchasing tangible personal property for use on the project.	
CONTRACTOR/SUBCONTRACTOR: A completed copy of this exemption certificate must be furnished to each retailer from which the contractor/subcontractor is making purchases of tangible personal property for use on the project.	
RETAILER: A completed copy of this exemption certificate must be retained by the retailer from each contractor/subcontractor making purchases of tangible personal property for use on the project.	
PR-71 (REV. 3-08)	