

## Instruction

Any purchaser requesting tax-free purchases of tangible personal property or tax free services for any reason must complete this form for the seller, unless the Department of Revenue has issued the purchaser a direct pay permit. The seller must make sure that all information is complete on the form before accepting it. Failure to obtain a properly completed Exemption Certificate at the time of the transaction may result in the seller being held liable for all sales tax not collected. This form may be used by out of state vendors making purchases for resale from a Wyoming business. Please attach a copy of out of state

### Purchases For Resale:

1. All purchases of tangible personal property or taxable services which are to be re-sold and/or held in the vendor's inventory pending sale are purchases for resale if you are a licensed wholesale or retail vendor.

### Purchases By Commercial Agricultural Producers:

2. To be checked if the livestock purchase is to be used for resale or breeding.
3. To be checked if power or fuel is used directly in agriculture, for example, power to operate irrigation pumps, run milking machines, diesel used in tractors, mowers, and similar farm or ranch machinery used only for the operation of farm or ranch equipment.
4. To be checked if the purchase of feed is to be used in the commercial feeding of livestock which are to be sold or for the purchase of seeds, roots, bulbs, small plants, and fertilizer to be applied to the earth for commercial crop growing.

### Purchases Of Rolling Stock:

5. Must have copy of valid Federal Highway Administration or Civil Aeronautics Board permits or authorities.

### Purchases Made By Persons Engaged In Manufacturing, Processing, Compounding, and Transportation:

6. To be checked if the tangible personal property is necessarily used or consumed in manufacturing, processing and the property becomes an ingredient or component of the final property.
7. To be checked if purchase is for containers, labels, or shipping cases used for tangible personal property manufactured or processed.
8. To be checked if purchase is for power or fuel used in the business of manufacturing or processing when the same is consumed directly in manufacturing or processing and must be metered, stored, or separately accounted for to distinguish it from non-exempt power and fuel.
9. To be checked if purchase of power or fuel is made by a person engaged in the business of transportation when the power or fuel is used in generating motive power for actual transportation purposes.
10. To be checked if purchase of fuel is for use as boiler fuel in the production of electricity.

### Purchases Made By Exempt Organizations:

11. To be checked if purchase is made by a religious or charitable organization. **NOTE: Purchaser must present a letter of authority issued by the Department prior to making exempt purchases.**
12. To be checked if purchase is made by the United States Government.
13. To be checked if purchase is made by the State of Wyoming or its political subdivisions such as Counties, Cities, Towns, or Municipalities.
14. To be checked if purchase is made by a Wyoming Joint Apprenticeship Training Programs.
15. To be checked if purchase is made by a Wyoming Joint Powers Board.
16. To be checked if purchase is made by a non-profit organization providing meals or services to senior citizens. **NOTE: Purchaser must present a letter of authority issued by the Department prior to making exempt purchases.**
17. To be checked if purchase is made by an Irrigation District created under W.S. 41-7-201 through W.S. 41-7-210.
18. To be checked if purchase is made by a Weed and Pest District.

### Purchases Made By Special Groups:

19. Purchases made by Native Americans who live on the Wind River Indian Reservation and are enrolled members of one of the two tribes residing on the Wind River Indian Reservation are exempt the payment of sales tax if purchases are made on the Wind River Indian Reservation. **Note: Purchases made by Native Americans off the Wind River Reservation are taxable.**
20. Purchases of noncapitalized equipment and disposal supplies used in the direct care of patients by dentists or Medicare recognized health providers.

Note: Purchasers shall file a single exemption certificate once every three (3) years, or one (1) for the duration of each sales contract, with each selling vendor for exempt purchases made during that period. Exemption Certificates shall be retained in the selling vendor's records. Changes in name, ownership, nature of business, or any other change in business structure must be reported to the seller holding this certificate and to the Excise Tax Division of the Wyoming Department of Revenue at 122 West 25th Street, Cheyenne, WY 82002 0110. Failure to do so may result in this certificate being canceled.



# Wyoming Sales Tax

## Exemption Certificate (see back of this form for instructions)

Tax must be collected on all sales of tangible personal property or taxable services unless an Exemption Certificate is furnished. Read instructions on back of form before completing this Certificate.

State of Wyoming

Issued to (Seller):			Date Issued:
Street Address	City	State	Zip Code

To Be Completed By Purchaser: I, the undersigned, hereby certify that I am making an exempt purchase as follows:

Wyoming or Out of State Vendors sales/use tax license/registration number: \_\_\_\_\_ or Wyoming Non-licensed RID: \_\_\_\_\_

My principal business or activity is: \_\_\_\_\_

I claim an exemption for the following reason (place an X in applicable box or boxes):

**Purchase For Resale:**

1. Purchases made for resale or taxable services for resale. (Licensed vendors only.)

**Purchase By Commercial Agricultural Producer:**

2. Purchase of livestock kept for agricultural use or for resale or for profit, which includes, but is not limited to: horses, cattle, mules, asses, sheep, swine, llamas, bison, ostrich, emu, poultry, fish, and bees.

3. Purchase of power or fuel used directly in agriculture. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.

4. Purchase of feeds used in commercial feeding of livestock for marketing purposes. Also includes seeds, roots, bulbs, small plants, and fertilizer planted or applied to land, the products of which are to be sold or applied to land in a state or federal crop set aside program.

**Purchase Of Rolling Stock:**

5. Purchase of rolling stock including locomotives purchased by interstate railroads, aircraft purchased by interstate air carriers and trucks, truck tractors, trailers, semitrailers, and passenger buses purchased by interstate carriers which are holders of valid Federal Highway Administration or Civil Aeronautics Board permits or authorities if they are to be substantially used in interstate commerce.

**Purchase Made By Persons Engaged In Manufacturing, Processing, Or Compounding:**

6.\* Purchases of tangible personal property for manufacturing, processing or compounding if that property becomes an ingredient or component of the final manufactured product.

7. Purchase of containers, labels, or shipping cases used for the tangible personal property so manufactured, processed, or compounded.

8. Purchase of power or fuel by a person engaged in the business of manufacturing or processing when the same is consumed directly in manufacturing or processing. Must be metered, stored, or separately accounted for to distinguish it from non-exempt power or fuel.

9. Purchase of power or fuel by a person engaged in the transportation business when the power or fuel is used in generating motive power for actual transportation purposes.

10. Purchases of fuel for use as boiler fuel in the production of electricity.

**Purchase Made By Exempt Organizations:**

11.\* Purchase made by religious or charitable organizations.

12. Purchase made by the United States Government.

13. Purchase made by the State of Wyoming or its political subdivisions.

14. Purchase made by Wyoming Joint Apprenticeship Training Programs.

15. Purchase made by Wyoming Joint Powers Boards.

16.\* Purchase made by non-profit organizations providing meals or services to senior citizens.

17. Purchase made by an Irrigation District created under W.S. 41-7-201 through W.S. 41-7-210.

18. Purchase made by a Weed and Pest District.

**Purchase Made By Special Groups:**

19. Purchase made on the reservation by enrolled tribal members residing on the Wind River Indian Reservation.

20. Purchases of noncapitalized equipment and disposable supplies used in the direct medical or dental care of a patient.

**Note: \* You must have prior approval from the Department of Revenue before taking this exemption. (See Instructions on back).**

I understand that by signing this certificate I may make "tax free" purchases of tangible personal property or purchase taxable services which are for exempt purposes. I will pay sales or use tax on all tangible personal property used or consumed in a taxable manner. In addition, I understand that I will be liable for the tax due, plus substantial penalties and interest, for any erroneous or false use of this certificate.

Name of Purchaser	Street Address
Signature of Owner, Partner, Officer of Corporation, etc.	City
Title	State Zip Code

