

Guide for creating a Single State Resale Certificate



In this example, it is shown how to create a Resale Certificate for California, using a California Sales Tax ID number.

This is a representative example, each state Resale Certificate form may differ slightly.

Exemption Certificate Wizard



Select the jurisdiction(s) for the exemption *

Select All

Clear All

United States

- Alabama
- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- District of Columbia
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky

Next

Exemption Certificate Wizard



You are creating a certificate for California.

Select a reason for the exemption *

Resale

Back

Next

Are you an auto body repair business?

Yes

No

Back

Next

Exemption Certificate Wizard



The following forms have been identified.

Jurisdictions	Form	Action
California	General - Resale Certificate	<div data-bbox="909 319 1089 415"><input checked="" type="checkbox"/> Create Upload</div>



Back

Next

Provide a valid sales tax license/permit number *



000-000000

Provide a description of the property or services sold by purchaser *

Clothing, T-shirts, mugs, stickers, posters, bags and hats

Select/describe the items that qualify for exemption *

Print on demand clothing, accessories and home&living items

Back

Preview Form

Next

Buyer Information



Company Name *



Street Address *

City *

State *



Postal Code *

Country *

Your business name and address must match your registered business name and address on your business registration license.

[Back](#)[Preview Form](#)[Next](#)

Upload Additional Documentation



General - Resale Certificate (California)

Seller_Permit_CA.pdf has been selected for Upload. ✓

 Remove

Drop a file or click to select a file to upload

Please submit your business registration license if you are using a DBA (Doing Business As) name.

Back

Preview Form

Skip

Next

Signature Information



John Doe



Title *

Owner

Effective Date *



09/27/2020

Signature *

J. Doe

Clear

Upload

Back

Preview Form

Check if your completed form resembles the example shown in the next step.

Submit

Full size

COTTA-230 REV. 1 (8-17)
GENERAL RESALE CERTIFICATE

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION


California Resale Certificate

I HEREBY CERTIFY:

1. I hold valid seller's permit number: 000-000000
2. I am engaged in the business of selling the following type of tangible personal property:
Clothing, T-shirts, mugs, stickers, posters, bags and hats
3. This certificate is for the purchase from Priority Inc of the item(s) I have listed in paragraph 5 below. (Vendor's name)
4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.
5. Description of property to be purchased for resale:
Print on demand clothing, accessories and home/living items

6. I have read and understand the following:

For Your Information: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or \$500, whichever is more.

NAME OF PURCHASER			
Your Registered Company Name			
SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE			
			
PRINTED NAME OF PERSON SIGNING		TITLE	
John Doe		Owner	
ADDRESS OF PURCHASER			
0000 Broadway		Oakland	CA 00000
TELEPHONE NUMBER		DATE	
() (000) 000-0000		09-27-2020	

Signature Information



John Doe



Title *

Owner

Effective Date *



09/27/2020

Signature *

J. Doe

Clear

Upload

Back

Preview Form

Submit

Form(s) Complete



Form(s)	Jurisdiction	Exemption ID
General - Resale Certificate ✓ ADDITIONAL DOCUMENTS - Seller Permit CA.pdf ✓	California	162703

Done