



## Sales Tax Status – New Customer Form

Administrative Contact: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Dear Customer,

The State of Illinois requires that we charge sales tax unless we have a valid Illinois Resale Tax Certificate or Illinois Tax Exempt Certificate on file in our offices. According to State law, these certificates must be re-validated every three (3) years.

Thank you for your cooperation in this matter,

Sincerely,  
Intelligent Lighting Creations, Inc.

If you are tax exempt, please complete the form below and **ENCLOSE A COPY OF YOUR CERTIFICATE:**

### **Sales Tax Resale Certificate**

We hereby certify that the merchandise purchased from Intelligent Lighting Creations, Inc. is purchased for resale, either in its original form or as an ingredient in another product for resale.

Illinois Registration #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signed: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

All purchases will be considered for resale unless you specifically notify us at the time of purchase that the tax-status should be different.

If you are a Non-For-Profit organization, please complete the form below and **ENCLOSE A COPY OF YOUR CERTIFICATE:**

### **Non-For-Profit Tax Exemption Certificate**

Certificate Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Company/Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signed: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_