

Log into your account, it's important that you are logged in to have your file upload saved.
Choose Edit Resale Certificate.



You have logged in successfully.

MY ACCOUNT

Module Name	Manage
Favorites	View
Order History	View
User Profile	Edit
Shopping Cart	Edit
Resale Certificate	Edit

Browse and choose either your Washington State reseller permit or your filled out multi-state tax form.

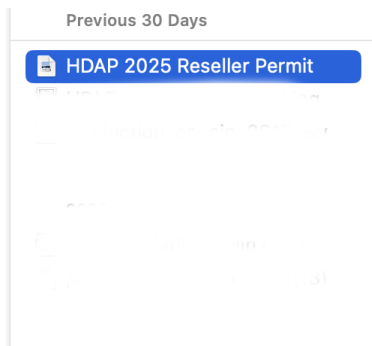


[My Account](#) > Edit Business Info

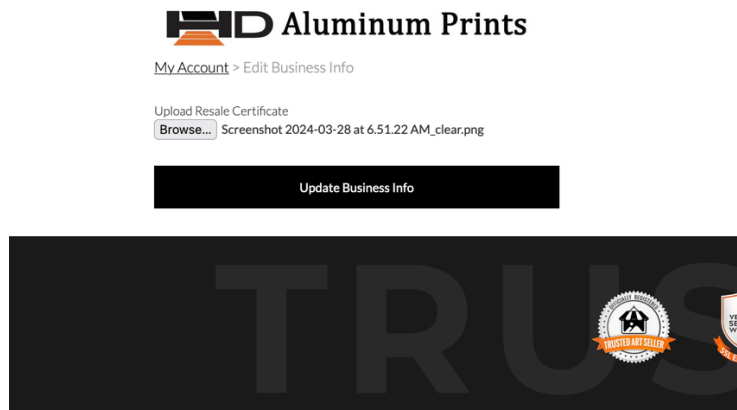
Upload Resale Certificate

[Browse...](#) No file selected.

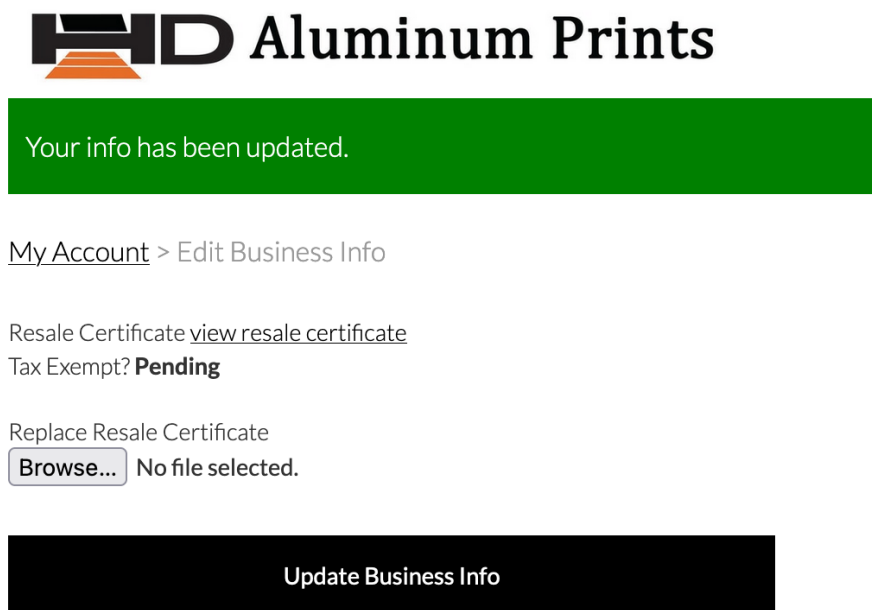
Update Business Info



The name of your file to upload shows next to the browse selection, Click update business information.



Your file will be uploaded and your tax exemption status will show “Pending”.



Now call us and ask us to turn your account to tax exempt. Make sure this is done and you receive confirmation from us before ordering.