



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF TAX AND REVENUE**

**OTR-368 CERTIFICATE OF RESALE  
DISTRICT OF COLUMBIA SALES AND USE TAX**

TO:			FROM:						
SELLER			PURCHASER						
Benco Dental Supply Co.			Your Company Name Here						
TRADE NAME (IF ANY)			TRADE NAME (IF ANY)						
SELLER'S STREET ADDRESS			PURCHASER'S STREET ADDRESS						
295 CenterPoint Blvd.			123 Main Street						
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE				
Pittston	PA	18640	Noma	DC	12345				
<input checked="" type="radio"/> FEIN <input type="radio"/> SSN			<input checked="" type="radio"/> FEIN <input type="radio"/> SSN						
2	3	2	7	1	8	9	4	2	<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> enter FEIN
DC SALES AND USE TAX ACCOUNT ID NUMBER									
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I certify that all of the tangible personal property and services purchased from you in connection with this sale are for resale or rental either in the same form or for incorporation as a material part of other property being produced for resale or rental.

This certificate shall be considered a part of each order we shall give, provided the order contains our DC Sales and Use Tax Account ID Number and will continue in force until revoked by written notice to you.

AUTHORIZED SIGNATURE	TITLE	DATE
Sign Name Here	Office Manager	Today's Date

**SELLER MUST KEEP THIS CERTIFICATE**

**INSTRUCTIONS**

This certificate is not valid unless it contains the purchaser's District of Columbia Sales and Use Tax Account ID Number. It must be signed by the owner or authorized officer and must be dated.

If you, as the issuer of the certificate of resale, buy items from the seller that do not qualify for tax exemption, you should advise the seller to charge the appropriate sales tax on such items. Otherwise, the purchaser is required to report to OTR and pay use tax directly using the Sales and Use Tax returns FR-800A (annual), FR-800M (monthly), FR-800Q (quarterly) or FR-800SE (special event).

The seller must retain all Certificates of Resale on file to substantiate exemptions in case of an audit of its DC Sales and Use Tax returns.

To be eligible to use this certificate, purchasers who are located inside or outside the District of Columbia must file DC Form FR-500, Combined Business Tax Registration Application, with the Office of Tax and Revenue, 1101 4th St., SW, Washington DC 20024 (202-727-4829).