



TO: Valued Customer

FROM: Amy M. Yando, Director of Tax
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SUBJECT: Sales Tax Exemption Certificate

Benco recently completed an internal audit of state sales tax as applied to dental lab purchases.

Products associated with the categories listed on the following page are subject to taxation in the State of District of Colombia unless a valid exemption certificate has been executed. To facilitate the exemption process, please furnish Benco with a copy of the District of Colombia Exemption Certificate, **Form OTR-368**.

To view an example of your state's completed certificate, please visit the following link: <https://www.benco.com/equipment/benco-lab/exemption-certificate-information/>. This example will provide you with the necessary fields that require completion. Additionally, we have included a blank copy of your state's exemption certificate.

Please send a copy of your completed exemption certificate to the Benco Tax Team ASAP. You may do so by fax, email, or by USPS. ***Please make sure that your customer number, contact name, and phone number are clearly indicated at the top of your form, in case we require any clarification.***

Email: Tax@Benco.com

Fax: 570.602.5847

USPS: SALES TAX DEPARTMENT

Benco Dental

P.O Box 491

Pittston, PA 18640

Benco is committed to always providing the highest level of service. We value your business and appreciate your continued support.

Tax Categories which require an Exemption Certificate to be tax-free.

(Products in these tax categories will not be exempt from sales tax without an EC)

TTR ID# <input type="text"/>	TTR Category Name <input type="text"/>	State <input type="text"/>
16411	Composite Veneer Material	District of Columbia
16419	Dental Laboratory Product Packaging	District of Columbia
16424	Denture Adhesives	District of Columbia
16492	Orthodontic Appliances - Parts	District of Columbia