



RANDOM HOUSE, INC.
BERTELSMANN
400 Hahn Road, Westminster, MD 21157
1-(800) 733-3000

Dear Customer:

In order for us to properly establish and maintain your account, your sales tax information is required for our files.

If you are exempt from sales tax withholding please obtain an exemption certificate from your state tax department and enclose with this completed form.

Sincerely,
Account Maintenance
Fax number: 1-800-294-5686

Federal Tax ID Number: _____

Customer Name: _____

DBA (doing business as): _____

Customer Address: _____

City: _____ State: _____ Zip: _____

Description of Business: _____ Telephone No: _____

(EX: Gift Shop, Bookstore, Truck Stop, Car Wash, Newstand, etc.)

Business Type: Wholesaler Retailer Manufacturer Other

On all purchase orders placed with Random House Inc., we are exempt from state and local sales tax for the following reason: (please check where applicable). I further certify that if the fore mentioned property, that will be purchased tax free, is consumed or used as to make it subject to Sales or Use tax we will pay the tax due directly to the proper taxing authority or inform the seller for added tax billing.

Our purchases of books and/or related items are for resale

State Tax Registration Number or Sellers Permit Number: _____

State of: _____ *If more than one state – you can attach separate sheet

Exempt for other reason (specify) and attach a photocopy of exempt certificate.

Not exempt – sales tax will be billed

Date: _____

Signature: _____

Print Name: _____

Title of Signer: _____

Telephone Number: _____ Fax Number: _____