

TAX ACCOUNT NUMBER 004-475391707F-01
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How to Display and Use Your Certificate

Your registration certificate must be displayed in a "conspicuous location" in your business. Many businesses place it in a display case or area near their cash register. Display the certificate proudly to let your customers know you are duly registered to collect and remit the taxes you are charging them. If you are registered for more than one tax, group the certificates together. You must have a certificate at all times. If your certificate is lost or destroyed, request a duplicate from the Department of Revenue.

If you do not have a permanent fixed business location, carry your registration certificate with you. Many retailers traveling from site to site have their certificates laminated to protect them during travel. Your certificate should be available at each temporary location should local or state officials request proof of registration. If you close or sell your business, please return this certificate with a Discontinuation of Business form, which can be found on our web site at <http://www.ksrevenue.org/pdf/cr108.pdf>.

Additional Information

Consult the "Kansas Sales and Compensating Use Tax" Information Guide, Publication KS-1510, which is available from our web site: <http://www.ksrevenue.org/pdf/pub1510.pdf>.

All of the sales/compensating tax rates for Kansas cities and counties are available from our web site at: <http://www.ksrevenue.org/salesratechanges.html>. You may also contact the Department by calling 785-368-8222.

Please note your tax account number, 004-475391707F-01 on your certificate contains your EIN. Several of the digits are masked on your certificate for your security.

Electronic Filing Requirements

Kansas law requires that you file returns electronically. Kansas offers several electronic filing solutions. You can use WebTax for online filing and payment. First, create a user login ID and select a password then attach your business tax account. Each tax account has a unique Access Code that only needs to be entered once. This Access Code binds your account to your login ID. For future filings, you simply log into your account using your self-selected user login and password. A history of all returns filed or payments made is retained in WebTax.

You can also use the telephone to file returns and make payments for form ST-16 (single location sales). Like WebTax, you will need an Access Code to access the correct tax account. The telephone option requires that you use this Access Code each time you file or make payment.

For your Access Code assignment, call our Electronic Services staff at 785-296-6993. If you prefer you may e-mail Electronic Service at eservices@kdor.ks.gov.



Division of Taxation
915 SW Harrison St
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Nick Jordan, Secretary of Revenue
Steve Stotts, Director of Taxation

Department of Revenue

Sam Brownback, Governor

February 23, 2016

COURTNEY GRAY INTERIORS LLC
5112 W 69TH TER
PRAIRIE VILLAGE, KS 66208-2037

Attached is your Kansas Retailers' Sales tax registration certificate. Refer to the next page to see how to use your certificate. If you close or sell your business, please return this certificate along with a Discontinuation of Business form, which can be found on our web site.

You are required by Kansas law to file returns electronically. To do so or make payments electronically, visit our web site at <http://www.ksrevenue.org/eservices.htm> or www.webtax.org. See the next page for more details.

KANSAS DEPARTMENT OF REVENUE
Division of Taxation

www.ksrevenue.org

RETAILERS' SALES TAX REGISTRATION CERTIFICATE



Courtney Gray Interiors Llc
5112 W 69th Ter
Prairie Village, KS 66208-2037

Tax Account Number: 004-XXXXX1707F-01
Inception Date: 09/01/2015
Filing Frequency: Quarterly

This Registration Certificate is valid until canceled and is not transferable.