



# SALES & USE TAX CERTIFICATE OF EXEMPTION

## Common Carrier

**Reason Code 24 Common Carrier (Freight Forwarder):** Several states have specific record retention requirements to support the freight forwarder sales tax exemption. The following documents are routinely required to be maintained for each sales transaction: 1. A bill of lading, 2. A dock or warehouse receipt, 3. A shipping export declaration. Due to the fact that Amway collects and remits sales tax on behalf of our IBOs/Customers, the IBO/Customer needs to maintain the aforementioned supporting documentation within their personal business records for the statute of limitations applicable for their individual state. The IBO/Customer may be requested to supply this documentation during a sales tax audit.

One Time Purchase

Blanket Certificate

**In the event this Sales Tax Exemption Certificate is disallowed, the purchaser promises to reimburse the seller for the amount of tax involved.**

Name of U.S. Freight Forwarder \_\_\_\_\_

U.S. Street Address \_\_\_\_\_

U.S. City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Which foreign country(s) is the product shipped to: \_\_\_\_\_

Date Completed \_\_\_\_\_

Mail completed form to:

Amway Corp.  
Customer Service (58C-2A)  
7575 Fulton Street East  
Ada, MI 49355

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

ID# \_\_\_\_\_  
(Amway IBO or Customer Number)

**OR**

**Email** scanned completed form to: [customer.service@amway.com](mailto:customer.service@amway.com)

**OR**

**Fax to:** 616-787-7550

**PLEASE NOTE: All information fields must be completed or this form may be considered invalid.**