

## Amazon's Tax Exemption Program (ATEP)

If you are a part of a tax exempt organization, you should be enrolled in Amazon's Tax Exemption program, or ATEP. This program ensures that you are not charged sales tax. Because Amazon is a large marketplace, not all of our sellers participate in ATEP. Items sold by the following are eligible for tax exemption:

- Amazon.com LLC
- Amazon Digital Services LLC
- Warehouse Deals LLC
- Amazon Services LLC
- 3<sup>rd</sup> Party Sellers who participate in ATEP



### Shopping with ATEP

Once your exemption is on file, it will automatically be applied to eligible items. At checkout you can verify that your exemption has been applied to each individual item.

Tax Exemption Applied. Remove

Your exemption can be removed from individual items in your cart, one at a time.

If you do not have the option to remove your exemption, it has not been applied to the item. If this is the case, it is likely due to who sells the item. Not all sellers on Amazon are part of the tax exemption program.

#### Seller

- Park View Print (36,882)
- 3dRose LLC (34,881)
- CafePress (31,246)
- Amazon.com (31,198)
- Shoplet (20,995)
- ByBuy (11,655)
- PLEXSUPPLY (10,038)
- Ladyblue Books and Music (9,839)

# Amazon Tax Exemption Reference Guide

- To only view ATEP eligible items, filter your search results when shopping.
- Filter options are found at the left of your search
  results
- All items sold directly from Amazon.com will always be eligible for ATEP

## Requesting Sales Tax Reimbursement

Customers enrolled in ATEP may be charged sales tax on orders that contain items sold by non-Amazon sellers. You can still take action and request sales tax reimbursement for impacted orders.

Request a Refund from Amazon:

 If your item is sold or fulfilled by Amazon, you can request a tax refund directly from Amazon. You can do this from any of the contact us pages or by calling customer service at (866) 482-2360.

Request a refund from a third party seller:

- To contact a 3<sup>rd</sup> party seller, go directly to Orders, Find your order in the list, and click Contact Seller.
  - Please give the seller two business days to respond.
  - Most seller orders are also covered by our A-to-Z Guarantee. If you do not hear from the seller within two business days, you can contact Business customer service to find out if you qualify for this reimbursement

