Hi, there. As an out-of-state vendor for this show, I just wanted to send you a friendly reminder about Washington State's tax laws. This information is taken from our <u>Vendor FAQ</u>, in case you need to reference it again in the future.

I'm an out of state vendor. Do I still have to collect and pay sales tax?

Yes. All vendors are responsible for paying their own sales tax for business conducted within Washington, regardless of whether they are Washington residents. You may choose to add on sales tax at the time of purchase, or design your pricing system to already include sales tax. Either way, you are responsible for paying the appropriate taxes on revenue collected at the show.

If you are an out-of-state vendor, you must call the Washington State Department of Revenue about a month before the show date, to file a temporary registration for your business.

To do this, call 360-705-6705 and let them know that you need a singleevent registration for participating in a craft show; they will send you the appropriate paperwork. Or, you can fill it out online <u>here</u>.

Please let me know if you have any questions about this.

Thanks!