

Am I really tax exempt?

The Texas Tax Code provides tax exemptions **for certain qualifying organizations** including 501(c) organizations, educational, and various other categories; however, the organizations are not automatically exempt. **They must apply** for a sales tax exemption certificate with the State of Texas comptroller's office.



Sales tax is determined by who pays for an order—not who placed the order.

In Texas, public school systems are tax exempt; however, if any group other than the named school is paying for the order, then a certificate for the entity that paid will be required. *Example:* PTO or PTA must have an exemption if they pay for materials on behalf of a school. This applies to any other group such as Parent groups, 4-H Adult Leaders, 4-H Development Groups, Education Funds, etc.

Every chapter is responsible for their sales tax or sales tax exemption status including:

- Master Gardener
- Master Naturalist
- 4-H

Orders for individuals are **taxable unless** the individual supplies exemption status information which is verified and printed from the website. *Example:* Ag & Timber exemption for farmers/ranchers.



Where do I look?

Look up exempt organizations at <http://ext.ag/exempt-search> and print exemption certificates from the site. **Groups not listed will be charged tax.**

For Agricultural and Timber exemption certificates, see <http://ext.ag/ag-timber>.



How do I apply?

Apply for sales tax exemption at <http://ext.ag/apply-exempt>. The FAQ will help each group determine which form and documentation to complete.