



## Vendor Certification of WV Business License Exemption

Every vendor who does business with Jefferson County Board of Education must have a valid WV Business License or fall under one of the exceptions listed below.

If you are not required by the State of WV to have a business license, please select the appropriate exemption below.

I certify that I am exempt from obtaining a WV Business License due to the following reason:

- Occasional or casual sales of property or services by persons not engaged in a business activity
  
- I am engaged in a business activity and meet ALL three of the following criteria:
  1. I am not required by law to collect any tax or withhold a tax; and
  2. I do not claim exemption from a payment of the WV Consumers Sales and Service Tax or Use Tax; and
  3. I had a gross income from business activity of \$4,000 or less from operations in all states during the Income Tax year most recently completed.
  
- I am on Out-of-State Business and have an official determination from the State of WV that I am not required to obtain a WV Business License

Company Name: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Owner/Officer

Tax Identification  
Number: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date