ACME INC.
501 N EL CAMINO REAL
SAN CLEMENTE, CA 92672

xxxxxx
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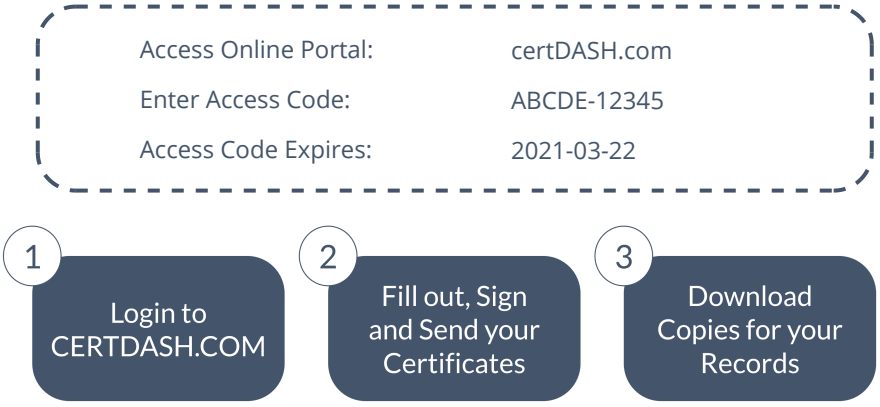
JOHN DOE
ACME CORP
5555 HWY A
SOMEWHERE, CA 55555

Dear ACME CORP,

We are requesting from you submission of sales tax exemption certificate(s) to substantiate tax exempt sales as required by state and local tax authorities. Below you will find a Link and an Access Code to our exemption certificate manager EXEMPTAX.

Once logged in, the online portal will guide you through all necessary steps to complete, sign and electronically submit your tax exemption certificates.

The submission process should take a few minutes, and will ensure that we have a valid certificate on file for ACME CORP so that we can exempt your purchases from sales tax.



If you are unsure about this request or have further questions, please reach out to your assigned company contact at ACME Inc. - TEST@EXEMPTAX.COM.

Thank you for your continued business.

Sincerely,
ACME Inc.

EXEMPTAX®
Demystify Exemptions®