

**NEW YORK STATE DEPARTMENT OF TAXATION AND FINANCE—SALES TAX
CERTIFICATE OF AUTHORITY**

IDENTIFICATION NUMBER

12 34567890

(USE THIS NUMBER ON ALL RETURNS AND CORRESPONDENCE)

VALIDATED PROCESSING DIV SALES TAX 06-17-88 DEPT. OF TAX AND FINANCE VALIDATED

YOUR TOWN AUTOMOBILE DEALERS INC
123 AUTO DEALERS DRIVE
YOUR TOWN NY 12345

is authorized to collect sales and use taxes under Article 28 and 29 of the New York State Tax Law.
NOT TRANSFERABLE

This Certificate must be prominently displayed in your place of business listed above

If you sell or discontinue your business or change its status:

Step 1—Check the appropriate box below (Box A, B or C) and follow the instructions corresponding to the box checked.

A Business sold (Provide the following information)

Last day of business / /	Date of Sale / /
New business name	
New owner's name	
Address	
Was sales tax collected on any taxable items (furniture, fixtures, etc.) included in the bulk sale? Yes No	
Was a copy of Form TP-153, Notice to Prospective Purchasers, given to the purchaser at least 10 days before the date of purchase or payment, whichever was earlier? Yes No	

B Business discontinued Give the reason for discontinuing business (insolvent, deceased, dissolution, etc.) _____ last day of business / /

C Change in status (sole proprietor to partnership, partnership to corporation, etc.) - To get a new Certificate of Authority, fill out a new Form DTF-17. Application for Registration as a Sales Tax Vendor, and mail it to NYS Tax Department, Sales Tax Registration Unit, W.A. Hamman Campus, Albany, NY 12227.

Step 2—File a final return within 20 days after the bulk sale or last day of business. Be sure to check the final return box on the front of the return. The return should include the tax due from business operations to the last day of business as well as any tax collected on a bulk sale. Attach statements indicating tax received and remitted for each category and, for a bulk sale, items on which tax was not collected. Mail your Certificate of Authority and the final return to the appropriate address listed on the back of the sales tax return.

Change of Business Information—Use Form DTF-95, Change of Business Information, to report a change of legal name or trade (dba) name, business or mailing address, officers' information or to change a Tax Department assigned ID number to a federal employer identification number (EIN).