

REQUEST FOR RESALE CERTIFICATE

DATE: _____

REQUESTED BY: _____

MAILING ADDRESS: _____

PHONE NUMBER: (WORK) _____ (HOME) _____

AMOUNT RECEIVED: _____ CHECK# _____

ASSOCIATION: _____

LOT AND BLOCK NUMBER: _____

SELLERS NAME: _____

SELLERS MAILING ADDRESS: _____

REQUEST RECEIVED BY: _____ DATE: _____

CERTIFICATE PREPARED BY: _____

CERTIFICATE NUMBER ASSIGNED: _____ DATE PREPARED: _____

SELLER NOTIFIED BY: _____ DATE: _____

METHOD: __ PHONE __ DELIVERY __ MAIL __

ACKNOWLEDGMENT OF RECEIPT OF RESALE CERTIFICATE

RECEIVED BY: _____ DATE: _____

I HEREBY ACKNOWLEDGE RECEIPT OF THE ABOVE DESCRIBED RESALE CERTIFICATE FOR THE PROPERTY ABOVE DESCRIBED. **PLEASE PRINT!**