



CRT-62 Certificate of Purchase for Expanded Temporary Storage

Step 1: Identify the seller

1 Name _____

2 Business address _____

City

State

Zip

Step 2: Identify the purchaser

3 Purchaser's expanded temporary storage permit number

4 Name _____

5 Business address _____

City

State

Zip

Step 3: Describe the property

5 Describe the property that is being purchased for temporary storage in Illinois. Provide the purchase order number or invoice number if available.

5 (Continued from previous column)

Step 4: Complete only for blanket certificates

6 Complete the information below. Check only one box.

☐ I certify that all of the purchases that I make from this seller qualify to be made tax-free under the expanded temporary storage exemption.

☐ I certify that the following percentage, _____ %, of all of the purchases that I make from this seller qualify to be made tax-free under the expanded temporary storage exemption.

Step 5: Purchaser's signature

I certify that I am purchasing the property described in Step 3 from the stated seller for the purpose of temporarily storing it in Illinois for subsequent use or consumption solely outside the state of Illinois.

Purchaser's signature

____/____/_____
Date



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2 Business address _____

City State Zip

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_____ - _____

4 Name _____

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Step 3: Describe the property

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Step 5: Purchaser's signature

I certify that I am purchasing the property described in Step 3 from the stated seller for the purpose of temporarily storing it in Illinois for subsequent use or consumption solely outside the state of Illinois.

Purchaser's signature

_____/_____/_____
Date

General information

When may Form CRT-62, Certificate of Purchase for Expanded Temporary Storage, be used?

When an expanded temporary storage permit holder purchases tangible personal property tax-free from an Illinois retailer under this exemption, the purchaser must provide the retailer with his or her permit number and a certification that the purchase qualifies for the exemption. Form CRT-62 may be used for this purpose.

Is Form CRT-62 required?

Form CRT-62 is not required, however all information requested on this form must be provided to document this exemption. For example, a purchase order signed by the purchaser may be used as a Certificate of Purchase for Temporary Storage if it contains all of the above required information.

Who keeps the Certificate of Purchase for Expanded Temporary Storage?

The seller must keep the certificate in his or her books and records to document that no tax was due on the sale of the specified property.

Do not mail the certificate to us.

When is a blanket Certificate of Purchase for Expanded Temporary Storage used?

The purchaser may provide a blanket certificate of purchase for expanded temporary storage to any seller from whom all purchases made are to be stored temporarily in Illinois before transfer to an out-

of-state location for use for consumption solely outside this state. A blanket certificate can also specify that a percentage of the purchases made from the identified seller will be stored temporarily in Illinois before transfer to an out-of-state location for use or consumption solely outside this state.

Specific instructions

Step 1: Identify the seller

Lines 1 and 2 Write the seller's name and business address where the purchase was made.

Step 2: Identify the purchaser

Lines 3, 4, and 5 Write the purchaser's expanded temporary storage permit number, name, and business address.

Step 3: Describe the property

Line 5 On the lines provided, briefly describe the tangible personal property that was purchased for temporary storage in Illinois.

Step 4: Complete only for blanket certificates

Line 6 The purchaser must check the statement that applies.

Step 5: Purchaser's signature

The purchaser must sign and date the form.

