

Excise Tax Division Newsletter  
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*This publication is not an official taxability ruling. Your specific facts must be reviewed in detail before we can make official taxability rulings. Please direct your written inquiries for such rulings to the department at the address or fax number listed above. Or e-mail your inquiry to: [dor@wy.gov](mailto:dor@wy.gov). Please be sure to include all pertinent facts in your inquiry. We will respond with written guidance for your particular business transactions.*

#### **Tax Rate Changes:**

##### **Present:**

Effective with the calendar quarter beginning January 1, 2013 there will be the following sales, use and lodging tax rate changes in Wyoming.

- Laramie County's sales/use tax rate will increase to 6%.

- Platte County's sales/use tax rate will increase to 6%.
- Effective January 1, 2013 the combined sales, use and lodging tax rate for the Laramie County will be 10%.
- Effective January 1, 2013 the combine sales, use and lodging tax rate for the Town of Guernsey will be 8%.

##### **Future:**

##### **Future Tax Rate Changes:**

*Pursuant to W.S. 39-15-207(c) and 39-16-207(c) notice is given of the following future tax rate changes.*

Effective with the tax return quarter beginning April 1, 2013 there will be the following sales, use and lodging tax rate changes in Wyoming.

- The voters of Converse County approved the imposition of a 1% specific purpose option tax in the November 2012 election. Therefore effective April 2013 the sales/use tax rate will increase to 6%.
- The voters of Fremont County approved the imposition of a 1% general purpose option tax in the November 2012 election. Therefore effective April 1, 2013 the sales/use, tax rate will increase to 5%.
- The voters of Sweetwater County approved the imposition of 1% specific purpose option tax. Therefore the sales/use tax rate will increase to 6%.

- Effective April 1, 2013 the combined sales, use and lodging tax rate for Converse County will be 9%.
- Effective April 1, 2013 the combined sales, use and lodging tax rate for Fremont County will be 9%.
- Effective April 1, 2013 the combine sales, use and lodging tax rate for Sweetwater County will be 8%.

It is prudent to periodically check our website for notices of tax rate changes. It is possible that there will be rate changes effective April 1, 2013 that the department has not been notified of to date. You can access our tax rate charts on line at <http://revenue.wyo.gov> from the Home page, click on the Excise (Sales & Use Tax) Division, in the box titled "Publications" click on Sales & Use Tax Rate Charts. We also have a Zip Code Directory which combines a listing of all zip codes in Wyoming with the associated sales tax rates. This document is in an Excel format.

##### **New Web Site for the Department of Revenue:**

The Department has a new web site. The new web site address is <http://revenue.wyo.gov>. We hope you will find this web site to be much easier to navigate. We are still working to add documents to the site and make adjustments were necessary.

##### **Exemption Certificate Information:**

Wyoming vendors should be obtaining the Streamlined Sales Tax Agreement Certificate of Exemption from customers claiming an exemption from sales tax on their purchases. This is the same form that a vendor should be supplying their supplier when claiming an exemption

from sales tax on their purchases. The form must be fully completed and signed by the purchaser to be valid. Please keep in mind that this form is the only document, besides the direct pay permit, which relieves vendors of the responsibility of collecting sales tax on taxable sales and services. The exemption certificate does not expire and is valid as long as your customer is making recurring purchases and the exemption being claimed is still a valid exemption in Wyoming. The Department does not have any requirement for vendors to update these forms on any prescribed basis. The form may be reviewed and downloaded from our website at <http://revenue.wyo.gov>. From the Home page, select; Excise (Sales & Use) Tax Division, in the box titled "Forms" select, Exemption Certificate Power of Attorney Forms, then click on SSTP Certificate of Exemption with Matrix.

**Taxability of Freight:**

There are two kinds of freight charges; In-bound freight and out-bound freight. In-bound freight charges are charges that the vendor incurs to get the products on their shelves to sell. These freight charges are not taxable on the invoice the vendor receives with the shipment, but these charges become a component of the final sales price the customer pays when they purchase the product. The sales price includes not only seller's cost of the property being sold, materials used, labor or service costs, as well as among other things all costs of transportation to the seller. These are all expenses a vendor views in order to determine the final sales price of the item. Therefore the in-bound freight is subject to sales tax.

Out-bound freight is the charge incurred by the customer to get the product to a place of their choosing. These out-bound freight charges are exempt from Wyoming sales tax provided they are separately stated from any taxable item on the invoice.

**Third Party Drop Shipping:**

Third party drop shipping is actually a series of transactions. The first transaction is where a supplier sells items to a vendor for subsequent resale, but the supplier ships the items to the vendor's customer directly. The tax liability follows the product's transaction. These transactions are best understood by reviewing each transaction separately. The first transaction is between the supplier and the vendor. In Wyoming, this purchase would be a purchase for resale and exempt from sales tax, as long as the Wyoming vendor issues a properly completed Streamlined Exemption Certificate. Please note if the purchaser (vendor) is not located in Wyoming, the vendor would issue to their supplier their home state exemption certificate provided their state has an exemption for wholesale purchases.

The second transaction is between the vendor and their Wyoming customer. This is the transaction that would bear the tax liability. If the vendor is a licensed Wyoming vendor, the vendor would collect sales tax from their customer unless the customer has a valid exemption they can claim. If the vendor is not a Wyoming licensed vendor then the vendor would not be able to legally collect the tax. The tax liability would then fall to the Wyoming customer, to pay the tax directly to the Department. If the vendor is a licensed Wyoming vendor and their customer takes receipt of the products outside the state of Wyoming, the Wyoming vendor would not collect any Wyoming tax, as this sale transpired outside of our taxing jurisdiction. We also have a bulletin on third party drop shipping that you may access on our web site for additional information.

**Electronic Filing System (WYIFS):**

We continue to make improvements to our electronic filing system. For instance you are now able to preview your return prior to submitting the return. This enables the user to verify

that the jurisdictions and tax amounts are correct before submitting the return. On the log in page we have added "Tips" to assist you while using the system.

If you haven't already signed up to file your sales/use tax using the electronic filing system, we encourage you to do so. The system is extremely user friendly and easy to follow. The first step in registering to file through WYIFS is to create an electronic filing account. The owner of the business is the party that should create the actual electronic filing account. Then once the account is set up the owner can then create sub accounts for the bookkeeper/accountant, and attorney or other entity the owner would like to allow access to the account. If the bookkeeper or accountant sets up the electronic filing account, they are the only party that has the login information. If they leave your employment, without informing you of the login information, you will be unable to access the WYIFS system. The bookkeeper/accountant will still have access as they created the account. The Department does not have access to your password or PIN number, the only information we have access to is, the user name you entered when creating your WYIFS account. We do not keep your log in information. Please ensure that you protect your account information and use the sub accounts for others to gain access. As the owner you are then able to cancel any user account when that becomes necessary. Our WYIFS system can be accessed at; <https://excise-wyifs.wy.gov>.

**Field Offices:**

The area code prefix is 307 for all of our field offices.

Casper	266-3621
Cheyenne	777-5211
Gillette	682-6061
Lander	332-3370
Laramie	742-4207
Powell	754-2686
Rock Springs	382-4531
Sheridan	674-8559
Jackson	734-9354