How to create and send tax exemption certificates to Polar Tech Industries, Inc

Are you tax exempt?

If you qualify for tax-exempt status on the products you are purchasing, please provide the state specific tax-exempt documentation in advance, prior to placing your orders.

Polar Tech uses Avalara Inc to manage and administer our customer tax exemption certificates. You may use this helpful How To guide to upload your exemptions to Avalara CertExpress.
Go to the Avalara secure landing page:

https://app.certexpress.com/?c=3352797645796d336734543342374d623848493d

Your data will be entered through a secure site and the information is used for the exemption certificate purposes only.

Option 1
Choose either “Add an exemption certificate”

Option 2
Choose “Import exemption certificates”

Create and send exemption certificates to Polar Tech Industries, Inc

Add all of the exemption certificates you need to do business with Polar Tech Industries, Inc

You haven't created and shared any exemption certificates
OPTION 1

Add an exemption certificate

You may use option 1 to upload one exemption certificate at a time. This is the recommended option to properly process each document for successful upload.
CertExpress asks for your company state or region and your exempt reason so that it can display the correct document.

If available, you may select the categories that apply to your business. You must select at least one category.
CertExpress presents the required fields for the document your company needs.
Enter your company's details to complete the document

**Business Information**

- **IS THIS A BLANKET CERTIFICATE COVERING MULTIPLE PURCHASES OR A SINGLE PURCHASE CERTIFICATE?**
  - Blanket certificate covering multiple purchases

- **EXEMPTION NUMBER TYPE TO PROVIDE**
  - Federal Employer Identification Number (FEIN)

- **ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)**

**Exemption Information**

- **PLEASE SELECT THE TYPE OF BUSINESS**
  - Agricultural, forestry, fishing, hunting

- **PLEASE SELECT THE REASON FOR EXEMPTION**
  - Resale

- **RESALE NUMBER**

Option 1

Step 3

Enter your company’s business information and specific exemption details.

Import your copy of the applicable document.
CertExpress requests a signature (if the signature has not previously been saved) and applies it to the document.
You have submitted your document to Polar Tech. Now you may view, download, or share the finished document after it processes.

If you have another document to add, you may repeat the process.
Import exemption certificates

You may use option 2 to upload multiple exemption certificates at a time. Note that if any one document fails the import, it will reject the entire batch. This option is **not** recommended as you may be required to resubmit all documents one at a time.

Please do NOT submit previously completed forms as many state regulations have changed over the years and require updated certificates. Certificates that are prepared by using this online system will comply with jurisdictional tax laws.
Import exemption certificates:

You may import up to 10 files at once.

For best performance, avoid mixing file types.
Upload your document(s):

To import, simply drag and drop or browse instead.

Import exemption certificates

Import up to 10 files at once. For best performance, avoid mixing file types.

drag and drop

Importing may take a few minutes

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Import Cancel

Once you have uploaded applicable files select ‘Import’.
You have submitted your document to Polar Tech. Now you may view, download, or share the finished document after it processes.

If you have another document to add, you may repeat the process.
You have successfully submitted your tax exempt documents!

**Please Note:** Avalara Inc. is Polar Tech's exemption certificate manager. You may receive future via email and/or mail instructions on how to submit your Sales Tax Exemption Certificate for your Polar Tech account.

If you have any specific questions, please send them to taxexempt@polar-tech.com.