



State of Wyoming

# DEPARTMENT OF REVENUE

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## Information for Streamlined Model 1 and Model 2 Registrants

Thank you for registering to participate as a Streamlined retailer and to collect sales/use tax for the participating streamlined states. We have processed your registration and enclosed is your Wyoming Sales/Use Tax License Certificate. We have also enclosed a Wyoming Vendor Manual, current sales tax rate charts and the Streamlined Sales Tax Agreement Certificate of Exemption. Please be advised that you may obtain additional blank exemption forms from our website <http://revenue.state.wy.us> under the "Forms" tab.

The purpose of the streamlined sales tax initiative is to provide a standardized way for multi-state retailers to collect and remit sales/use tax for the various streamlined states. Information on when and how to remit are below.

If you registered as a model 1 you will use a certified service provider – CSP, or if you registered as a Model 2 you will use a certified automated system - CAS. Your official start date will be determined when you sign up with a CSP or CAS. When you officially begin to collect tax for the Streamlined state, your filing requirement for Wyoming will be as explained below. *If you are currently registered to collect sales/use tax in Wyoming, you should continue to collect and remit tax as you have in the past until your streamlined start date is reached.*

If you registered as a model 1 Wyoming expects your certified service provider (CSP) to file a Simplified Electronic Return (SER) monthly on your behalf. This return is in XML format. And remit either an ACH credit or debit payment.

If you registered as a model 2 Wyoming expects your company to file a Simplified Electronic Return (SER) monthly with your certified automated system (CAS) and with either an ACH credit or debit payment.

All returns and payments are due on or before the last day of the month following the last month in the reporting period. For example: A return for the reporting period of March 1, 2012 to March 31, 2012 would be due April 30, 2012.

**Please be advised before any changes can be made through this department (i.e. address, contact, business closed), you are required to update your company's registration through the Streamlined Registration System at [www.streamlinedsalestax.org](http://www.streamlinedsalestax.org)**

Again, thank you for registering to collect Wyoming Sales/Use Tax. Please contact this office at (307)777-5200 should you have questions regarding this or other sales/use tax matters.