

Dell Business Purchase Verification Form

I hereby certify:

1. Please list the **order number(s)** that were placed using a business credit card: _____
2. The account for this credit card is in the name of **(Please indicate business name and personal name on credit card used to make the purchase):**

3. The last 4 digits of the credit card used on these orders is:
_____ (DO NOT INDICATE THE ENTIRE CREDIT CARD #)
4. The name of the organization/business that the order was placed and is being used for: _____

please note: orders placed with a personal credit card **are not** exempt from sales tax. This form is verification that a business credit card was used for the orders in question.

Authorized representative signature

(Accounts payable, Purchasing, or an agent authorized to make business purchases is considered an authorized representative.)

NOTE: PLEASE ATTACH YOUR CERTIFICATE OF EXEMPTION WITH THIS FORM AND FAX TO THE DELL TAX DEPARTMENT: 1-800-433-9023