



Exhibitor Sales Tax Requirements—New Orleans Annual Meeting

Sales Tax Rates

- Louisiana State Tax— 4%
- City of New Orleans Tax— 5%
- **TOTAL Sales Tax—9%** (*state/city combined*)

State of Louisiana / Sales Tax Licensing Requirements

All vendors/businesses selling products or taking orders must apply for a Sales Tax Revenue Number and certificate. You must display the certificate while on site during the duration of the meeting.

To apply for a number and certificate, access the link below. At the home page in the “for Business” area, select *Business Registration*. At the completion of the meeting, you are responsible for filing a tax return, Form R-1029.

See info at <http://www.revenue.louisiana.gov>

Sales Tax Revenue Number--**Contact Dept. of Revenue (225) 219-7642**

City Of New Orleans / Tax Requirements

NCTM will be obtaining a Promoters License that will cover all vendors both selling and displaying. You are not required to obtain your own license for the city. At the completion of the meeting, each vendor selling is responsible for submitting their own Sales Tax Return, Form 8070.

See info at <http://www.nola.gov/pay-taxes/>

Sales Tax Exemption

No **out-of-state** exemptions are accepted, you will be charged at the Louisiana stated tax rate.

The state of Louisiana will only accept in state business/person(s) that are certified in Louisiana as Tax Exempt. You will need to obtain a copy of your Louisiana Tax Exempt Certificate. All organizations claiming tax exemption must provide a copy of the tax exempt certificate at the time of sale, so that NCTM may maintain it for our records.