



## Sales Tax FAQ's

### **Q. Do I need a Retail Tax number for my Salon, Shop or Spa?**

A. PSC recommends that if you choose to sell take home products, you also attain a Retail Sales Tax id number for Sales and Use Tax from the State in which your business operates.

### **Q. Will I pay sales tax twice, once when I buy from my distributor (PSC) and then also to my State after I sell the products?**

A. No, once you have a Retail Tax id number and provided a signed Certificate of Resale and a copy of the salon's Certificate of Registration from the state that you are retailing products in, your distributor (PSC) will only charge tax on the items used (consumed, ie: hair color, lightener) by the Salon, Shop or Spa.

### **Q. Does my Certificate of Registration expire with the State?**

A. In both Illinois and Indiana, yes it does, the expiration date is located on the Certificate of Registration, Tennessee certificates are valid for one year, Iowa and Kentucky Certificates of Registration do not expire.

### **Q. What do I need to do when my Certificate of Registration expires?**

A. Your state of **Illinois** certificate is renewed automatically every year as long as you are complying with all filing and payment requirements. Your state of **Indiana** certificate is renewed automatically every 2 years as long as you are complying with all filing and payment requirements. Your state of **Tennessee** certificate renews annually, you must contact the state for a renewal certificate.

When your Certificate of Registration expires, please complete a new Certificate of Resale and provide PSC with a copy of your current Certificate of Registration. If we do not receive both of these documents prior to your certificate's expiration date, we will be required to tax all products purchased.

### **Q. How will PSC know what items are being consumed by the salon?**

A. If you have a Certificate of Retail and have followed the steps above, PSC will ask on each order what items are for resale and what items are for professional use.

Resources:

**Illinois** (217) 785-3707

Website: <https://mytax.illinois.gov/> /  
<https://www2.illinois.gov/rev/businesses/Pages/register.aspx>

**Indiana** (317) 233-4015

Website: <https://www.in.gov/dor/3986.htm>

**Iowa** (515) 281-3114

Website: <https://tax.iowa.gov>

**Tennessee** (615) 253-0600

Website: <https://tntap.tn.go/eservices/> /

**Kentucky** (502) 564-4581

Website:  
<https://revenue.ky.gov/Business/Sales-Use-Tax/pages/default.aspx>

Please contact Salon Matters or your Salon Consultant with any questions.  
(815) 744-3384 or [orders@pscspace.com](mailto:orders@pscspace.com)