Print a Communications Services Tax Annual Resale Certificate in Four Easy Steps

1. From the Department of Revenue’s homepage, Floridarevenue.com, select Print Annual Resale Certificates.

2. Select Print Communications Services Tax Annual Resale Certificate.
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3. Log in using your user ID and password.
   If you do not have a user ID and password, you can log in using your contract object number and business partner number.

Your business partner number is located at the top of your Certificate of Registration.

Your 8-digit contract object number is embedded in your certificate number at the top of your certificate of registration. It begins in the 5th place of the 13-digit certificate number (underlined).

4. On the Bulletin Board page (not shown), select Next.
   On the next page (copy shown), select Print Annual Resale Certificate.