Dear Richfield Farmer Market Vendors,

This form is required by the Wisconsin Department of Revenue for our market, please fill it out and return it to us online or Judy@RichfieldFarmersmarket.com before the market begins.

The information that we will need for each vendor is below: Form S240

1. **Exempt sales only or display only.**
2. **Multi-Level Marketing company pays sales tax.**
3. **Non-profit Occasional sales exemption.**
4. **Exempt Occasional Sales.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Wisconsin Seller’s Permit Number (15 Digits starting with 456)**456- | **SSN (last 4 digits)** | **FEIN (last 4 digits)** | **Exemption Code**  |
| **Legal Business Name (if not sole Proprietor)** | **Doing Business as (DBA) name (if applicable)** |
| **Vendor/Contact Name (Last)** | **Vendor/ Contact (First) Name**  | **Vendor Phone Number**  |
| **Mailing Address**  | **Email address**  |
| **City**  | **State**  | **ZIP**  | **Multi-Level Marketing Company (if claiming Code 2 above)** |

If you have any questions about this form that is needed for the market, please contact:

Wisconsin Dept of Revenue – (608)264-4582 – DORTempEvents@wisconsin.gov or [www.revenue.wi.gov](http://www.revenue.wi.gov)

For general inquiries about a seller’s permit – (608)224-4923 – DATCPDFSLicensing@wiconsin.gov

Seller’s Permit Renewal or Billing inquiries – DATCPFRBSupport@wisconsin.gov

Thank you,

Judy Greenfield

Market Manager

Judy@RichfieldFarmersMarket.com