CDTFA-245-OYE REV. 4 (7-18)

ONLINE FILING EXEMPTION REQUEST

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

IMPORTANT:
PLEASE COMPLETE THIS FORM IN ITS ENTIRETY

(Please print or type)

OWNER, PARTNER, OR CORPORATION NAME AND ADDRESS *(street, city, state, zip code)*

RETURN THIS REQUEST TO:

CALIFORNIA DEPARTMENT OF
TAX AND FEE ADMINISTRATION
RETURN ANALYSIS UNIT MIC:35
PO BOX 942879
SACRAMENTO CA 94279-0035

ACCOUNT NUMBER

Only accounts that make sales at a single location are eligible for an online exemption. Our online filing system now accommodates all types of sales and use tax returns.

You may request a one year exemption from filing online if it causes hardship. If an exemption is granted, you will continue to receive paper returns for one year. You will be notified in writing if your request is granted or denied.

It is your responsibility to file timely, even if you do not receive a return or reminder.

EXPLAIN WHY FILING ONLINE CAUSES HARDSHIP *(use back side of this form if necessary)*

SIGNATURE IS REQUIRED

SIGNATURE OF OWNER, PARTNER, OR CORPORATE OFFICER		DATE
PRINTED NAME	TELEPHONE NUMBER ( )	EMAIL ADDRESS

CDTFA USE ONLY

☐ APPROVED ☐ DENIED

CDTFA EMPLOYEE	DATE