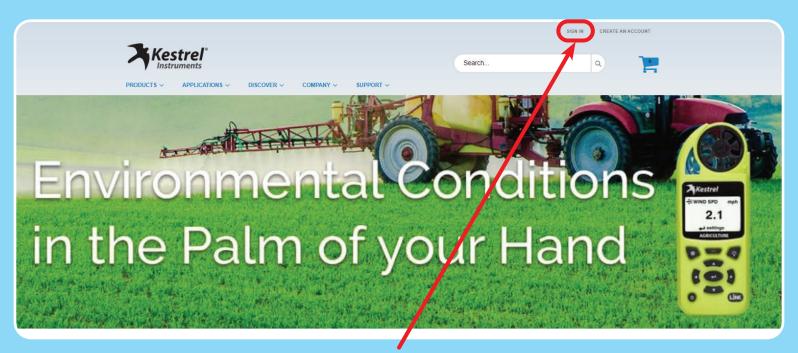
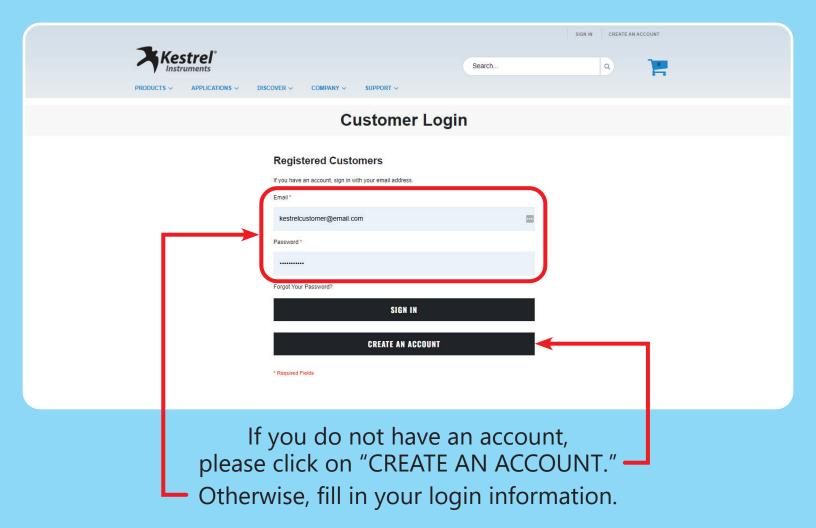
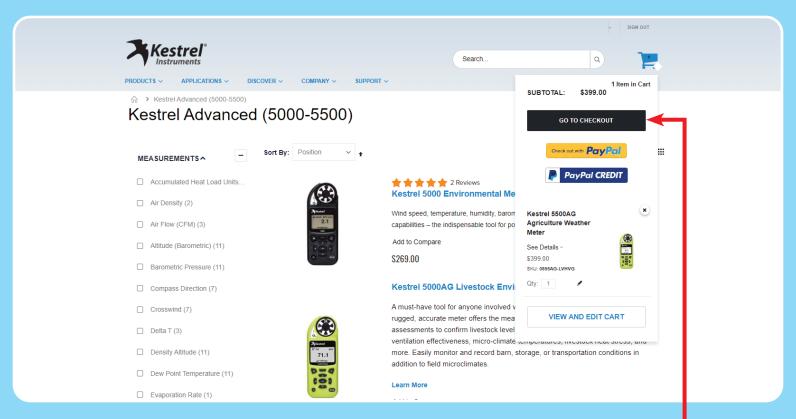
## **HOW TO REQUEST A TAX-EXEMPT ORDER**



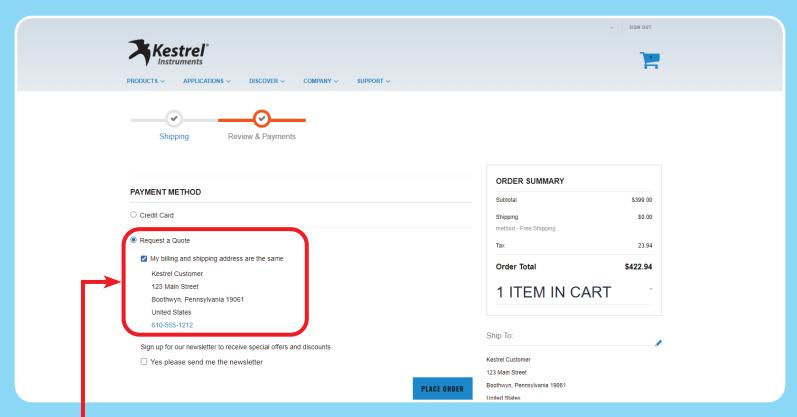
Click "SIGN IN" at the top of the page.

Be aware that you must sign in each time you want to place a tax-exempt order.





Add all of your items to the Shopping Cart. When finished, select "GO TO CHECKOUT."



Enter Shipping details, click "NEXT."

 Under "PAYMENT METHOD," select "Request a Quote" instead of paying for the purchase. Click "PLACE ORDER."





SIGN OUT

## Thank you for your purchase!

Your order number is: 2000031773.

## Billing Information:

Kestrel Customer 123 Main Street Boothwyn, Pennsylvania 19061 United States T: 6105551212

## **Shipping Information:**

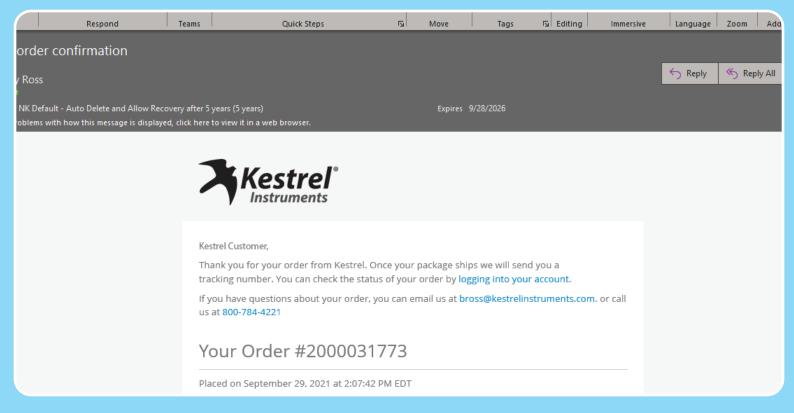
Kestrel Customer 123 Main Street Boothwyn, Pennsylvania 19061 United States T: 6105551212

We'll email you an order confirmation with details and tracking info soon.

CONTINUE SHOPPING

You will get a page confirming that your order has gone through.

Next, check your emails.



You should receive an email of the quote.

If you cannot find it, please check your spam/junk folder(s).



Simply reply to this email with a copy of your tax-exempt form.

We will then contact you with the updated invoice. Any future orders under this user login/email will be tax exempt so this process does not have to be repeated each time.