



### Request for Sales or Use Tax Voluntary Disclosure Agreement (VDA)

A taxpayer is not required to reveal its identity in order to request a VDA. A representative may submit an anonymous request on the taxpayer's behalf. Alternately, a taxpayer may initiate its own request and provide the company name and other information on the appropriate lines

Representative name \_\_\_\_\_

Representative address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Company name \_\_\_\_\_

Company address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_

Email \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Type of VDA requested (check all that apply):

Sales tax     Consumer's use tax     Seller's use tax (out-of-state sellers only)

Type of business \_\_\_\_\_

Type of products or services sold in Ohio \_\_\_\_\_

Method of marketing products or services in Ohio \_\_\_\_\_

Any other nexus-creating activities in Ohio \_\_\_\_\_

Date activities began in Ohio \_\_\_\_\_ Has sales tax been collected?  Yes  No

If already registered for sales or use tax, provide registration number \_\_\_\_\_

Estimated sales tax liability \_\_\_\_\_ Estimated use tax liability \_\_\_\_\_

Do you have a direct pay or have you held a direct pay within the last 4 years?\*

Yes     No

If so, do you have an ability make a claim (or have made a claim) against the State of Ohio based on amounts erroneously paid to your vendors?

\*The Department is not concerned about valid use based exemptions.

Yes     No

Has the company been contacted by the Ohio Department of Taxation regarding a sales or use tax audit, enforcement action or otherwise?

Yes     No

If yes, please describe nature of contact by the department \_\_\_\_\_

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Signature \_\_\_\_\_ Date \_\_\_\_\_

**Submit completed application to:**

Ohio Department of Taxation  
Sales & Use Tax Division  
P.O. Box 530  
Columbus, Ohio 43216-0530  
OR

[E-mail: SalesVDA@tax.state.oh.us](mailto:SalesVDA@tax.state.oh.us)