

**APPLICATION FOR OUT-OF-STATE VOLUNTARY DISCLOSURE**

CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

Although your retail business is located outside of California, you may be required to collect and report California use tax when you make sales of tangible personal property that is used, stored, or otherwise consumed in this state. You are required to collect and pay the use tax if you are "engaged in business" in California as defined in California Revenue and Taxation Code section 6203 (see reverse).

The California Department of Tax and Fee Administration (CDTFA) has established a voluntary disclosure use tax liability program for out-of-state retailers who wish to acknowledge their liability for California use tax. By voluntarily registering with CDTFA under this program, you may be able to limit your liability for tax, penalties, and interest due for prior periods. Ordinarily, if you did not file a return, CDTFA can send you a bill ("deficiency determination") for the amounts owed as late as eight years after the quarterly period in which the sales were made. Pursuant to Revenue and Taxation Code section 6487.05, if you qualify for the voluntary disclosure program, the billing period may be limited to three years. In addition, you may be relieved of applicable penalties (see below).

Please complete this form if you wish to apply for the voluntary disclosure program. By completing and signing this form, you are representing that:

- The retailer is located outside this state, and has not previously registered with CDTFA or the Board of Equalization (BOE).
- The retailer is engaged in business in this state, as defined in Revenue and Taxation Code section 6203 (see reverse).
- The retailer voluntarily registers with CDTFA.
- The retailer has not been previously contacted by CDTFA, the BOE, or their agents regarding the provisions of Revenue and Taxation Code section 6203.
- Failure by the retailer to register with CDTFA or the BOE, file returns and pay tax to CDTFA or the BOE was not due to negligence, intentional disregard of the law, fraud, or intent to evade the provisions of the California Revenue and Taxation Code.

For our privacy policy and notice, visit our webpage at [www.cdtfa.ca.gov/privacy.htm](http://www.cdtfa.ca.gov/privacy.htm), or go to [www.cdtfa.ca.gov/formspubs/forms.htm](http://www.cdtfa.ca.gov/formspubs/forms.htm) and search for **CDTFA-324-GEN-WEB, Privacy Notice—Website—No Action Needed**.

**CERTIFICATION**

*I certify (or declare), under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.*

BUSINESS NAME	SSN OR FEIN	ACCOUNT NUMBER <i>(see note)</i>
YOUR NAME	TYPE OF BUSINESS	

ADDRESS *(street, city, state, zip code)*

TELEPHONE NUMBER	PERIOD OPERATED IN CALIFORNIA
	From <i>(month, day, year)</i> To <i>(month, day, year)</i>

YOUR BUSINESS ACTIVITY IN CALIFORNIA

- Salesperson   
  Solicitor   
  Manufacturer's Agent   
  Independent Contractor or Representative   
  Installer  
 Trainer   
  Affiliate   
  Economic Nexus   
  In-State Location   
  Warehouse, Fulfillment, or Distribution Center   
  Inventory  
 Installation of Tangible Personal Property   
  Rent or Lease Property   
  Deliver Merchandise by Non-Common Carrier   
  Other

DESCRIBE HOW YOU ARE ENGAGED IN BUSINESS IN CALIFORNIA *(If more space is needed, please attach separate sheet)*

**Request for Relief of Penalty:** *(If more space is needed, please attach separate sheet)*

CDTFA may grant relief from penalty charges, but not interest charges with this statement if it is determined that a person's failure to file a timely return or payment was due to reasonable cause and circumstances beyond the person's control. If you are relieved of the penalty charges, you must still pay the interest due on late return payments and prepayments. Your request for relief from penalty may not be processed until the tax has been paid in full (if more space is needed, please attach a separate sheet).

Under penalty of perjury, I request relief from penalty charges for the period(s) \_\_\_\_\_ because \_\_\_\_\_

I can attest to the fact that the person above meets the qualifications of Revenue and Taxation Code section 6487.05. I further attest that the person's previous failure to register with CDTFA or the BOE, file returns, and pay tax to CDTFA or the BOE was not due to negligence, intentional disregard of the law, fraud, or intent to evade the provisions of the California Revenue and Taxation Code.

SIGNATURE	TITLE	DATE
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In addition to this application, please visit our website at [www.cdtfa.ca.gov](http://www.cdtfa.ca.gov) to complete the electronic registration and obtain your California Certificate of Registration-Use Tax Account. *(Note: Please enter the account number on this form in the Account Number field.)* This application should be mailed within thirty (30) days of registration to: California Department of Tax and Fee Administration, Out-of-State Office, 651 Bannon Street, Suite 100. Sacramento, CA 95811, Telephone 1-916-227-6600, Fax 1-916-227-6641. You may not qualify for this program if your application is not submitted within the thirty (30) days. For more information, please see publication 178, *Voluntary Disclosure Program*, which can be accessed through the CDTFA website listed above.

**California Revenue and Taxation Code:**

**6203. Collection by retailer:**

(a) Except as provided by Sections 6292 and 6293, every retailer engaged in business in this state and making sales of tangible personal property for storage, use, or other consumption in this state, not exempted under Chapter 3.5 (commencing with Section 6271) or Chapter 4 (commencing with Section 6351), shall, at the time of making the sales or, if the storage, use, or other consumption of the tangible personal property is not then taxable hereunder, at the time the storage, use, or other consumption becomes taxable, collect the tax from the purchaser and give to the purchaser a receipt therefor in the manner and form prescribed by the department.

(b) As respects leases constituting sales of tangible personal property, the tax shall be collected from the lessee at the time amounts are paid by the lessee under the lease.

(c) "Retailer engaged in business in this state" as used in this section and Section 6202 means any retailer that has substantial nexus with this state for purposes of the commerce clause of the United States Constitution and any retailer upon whom federal law permits this state to impose a use tax collection duty. "Retailer engaged in business in this state" specifically includes, but is not limited to, any of the following:

(1) Any retailer maintaining, occupying, or using, permanently or temporarily, directly or indirectly, or through a subsidiary, or agent, by whatever name called, an office, place of distribution, sales or sample room or place, warehouse or storage place, or other place of business.

(2) Any retailer having any representative, agent, salesperson, canvasser, independent contractor, or solicitor operating in this state under the authority of the retailer or its subsidiary for the purpose of selling, delivering, installing, assembling, or the taking of orders for any tangible personal property.

(3) As respects a lease, any retailer deriving rentals from a lease of tangible personal property situated in this state.

(4) (A) Any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property for delivery in this state by the retailer and all persons related to the retailer that exceed five hundred thousand dollars (\$500,000).

(B) For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of the Internal Revenue Code and the regulations thereunder.

(d) Except as provided in this subdivision, a retailer is not a "retailer engaged in business in this state" under paragraph (2) of subdivision (c) if that retailer's sole physical presence in this state is to engage in convention and trade show activities as described in Section 513(d)(3)(A) of the Internal Revenue Code, and if the retailer, including any of the retailer's representatives, agents, salespersons, canvassers, independent contractors, or solicitors, does not engage in those convention and trade show activities for more than 15 days, in whole or in part, in this state during any 12-month period and did not derive more than one hundred thousand dollars (\$100,000) of net income from those activities in this state during the prior calendar year. Notwithstanding the preceding sentence, a retailer engaging in convention and trade show activities, as described in Section 513(d)(3)(A) of the Internal Revenue Code, is a "retailer engaged in business in this state," and is liable for collection of the applicable use tax, with respect to any sale of tangible

personal property occurring at the convention and trade show activities and with respect to any sale of tangible personal property made pursuant to an order taken at or during those convention and trade show activities.

(e) Any limitations created by this section upon the definition of "retailer engaged in business in this state" shall only apply for purposes of tax liability under this code. Nothing in this section is intended to affect or limit, in any way, civil liability or jurisdiction under Section 410.10 of the Code of Civil Procedure.

(f) (1) The amendments made to this section by Chapter 5 of the Statutes of 2019 shall become operative on April 1, 2019.

(2) If the amendments made to this section by Chapter 5 of the Statutes of 2019 are held in a final decision of a court of competent jurisdiction to violate the substantial nexus standard of the commerce clause of the United States Constitution, this section shall become inoperative and shall be repealed on the date of that final decision.