



Purchasing News



Kroger

Beginning March 1st, Kroger will no longer accept purchase orders and will be a P-card ONLY vendor. Any open purchase orders will need to be closed once the last invoice is paid.

Toner

Campus/Department enters requisition	Technology Eduphoria Form Process
When purchasing toner from Office Pal or GovConnection	When purchasing toner from a different vendor

Sales Tax

- BISD is exempt from Texas state tax for all purchases that relate to the education process.
- Texas Sales and Use Tax Exemption Certificate must be presented each time a purchase is made.
- Purchases made by individual members, teachers/coaches, classes or teams for their own use are NOT tax exempt.
- Faculty Fund is never exempt (890)

CLEAR FORM

TEXAS SALES AND USE TAX EXEMPTION CERTIFICATION

Name of purchaser, firm or agency
Birdville ISD
 Federal EIN or number, FID, BOE or trade number
6125 E. Bellnap St. (Accounts Payable - PO Box 14809)
 City, State, ZIP code
Haltom City, TX 76117

Phone (area code and number)
817.847.8641

I, the purchaser named above, claim an exemption from payment of sales and use taxes (for the purchase of taxable items described below or on the attached order or invoice) from:

Seller: _____
 Street address: _____ City, State, ZIP code: _____

Description of items to be purchased or on the attached order or invoice:
Varies

Purchaser claims this exemption for the following reason:
 Tax Exempt Public School District Exemption # 75-6000193

I understand that I will be liable for payment of sales or use taxes which may become due for failure to comply with the provisions of the Tax Code, Limited Sales, Excise, and Use Tax Act, Municipal Sales and Use Tax Act, Sales and Use Taxes for Special Purpose Taxing Authorities, County Sales and Use Tax Act, County Health Services Sales and Use Tax, The Texas Health and Safety Code, Special Provisions Relating to Hospital Districts, Emergency Services Districts, and Emergency Services Districts in counties with a population of 125,000 or less.

I understand that it is a criminal offense to give an exemption certificate to the seller for taxable items that I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and, depending on the amount of tax evaded, the offense may range from a Class C misdemeanor to a felony of the second degree.

Signature: **Chamette Collins** Title: Accounting Coordinator Date: June 28, 2018

NOTE: This certificate cannot be issued for the purchase, lease, or rental of a motor vehicle.
 THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.
 Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist.

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.