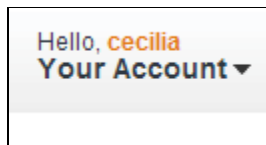


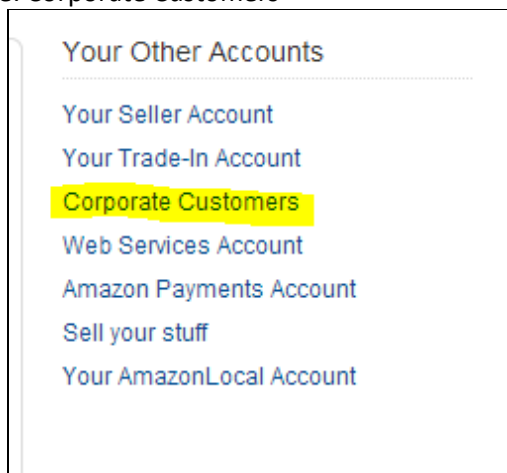
On November 1, 2013, Amazon began charging taxes for Massachusetts residents. In order to avoid being taxed for purchases made through Amazon for your department, you must download the University's Tax Exempt certificates (ST-5) and (ST-2). The certificates need to be downloaded for every Amazon account and will need to be updated every three years.

You can download a copy of the ST-5 and ST-2 from the [Doing Business with Boston College - Tax Exempt Form Page](#)

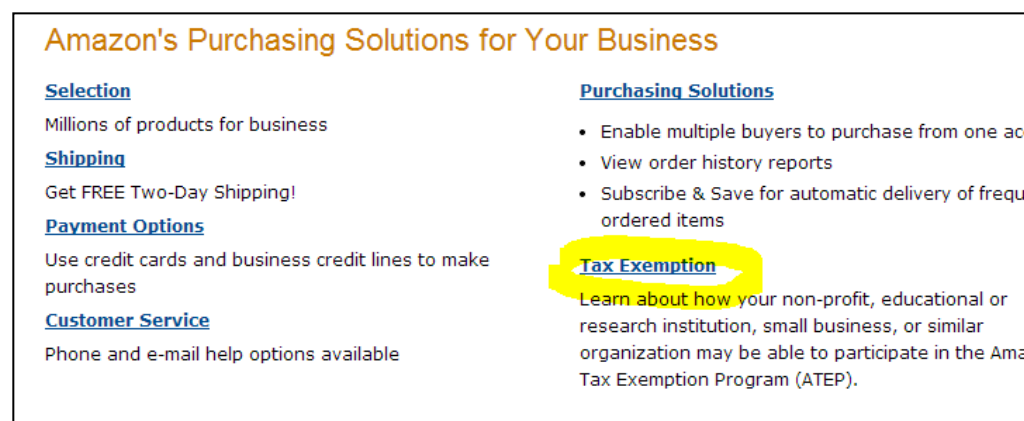
- 1) Sign into your Amazon account
- 2) Go to: YOUR ACCOUNT on the upper right hand corner



- 3) Choose: Corporate Customers



- 4) Go to: TAX EXEMPTION



- 5) Click here to enroll:

Amazon Tax Exemption Program

If you are eligible to purchase with a tax exemption, you might like to know about the Amazon Tax Exemption Program (ATEP). Non-profits, educational or research institutions, small businesses, and similar organizations may be able to participate.

Tax exemptions may be available to support purchasing, depending upon individual state laws. Once you have determined whether or not you qualify for a tax exemption, [Learn More](#) to participate in ATEP.

[Click here to enroll in ATEP.](#)


- 6) Download the ST5 and ST2 and agree to the terms and conditions.

Select a file from your computer. Files must be less than **4 MB** in size. We accept pdf, jpg, gif, png, doc, and docx file formats.

No file chosen

I have read and accept the [Terms & Conditions](#)

- 7) Then you'll receive this message. You should get an e-mail confirmation within 3 business days.

 **You've successfully uploaded your tax exemption information.**
Our Customer Service team will review your documentation within 3 business days. If we need additional information to pro

You may review your exemption status by returning to this page at any time. For additional information, p