

# SMALL BUSINESS ENERGY EXEMPTION

Massachusetts Department of Revenue

**After March 31, energy providers are required to collect sales tax on energy purchased by a business without an exemption certificate**

**NEW PROCESS:** As you know, a new electronic process was put in place on January 1, 2019 to apply for a small business energy exemption. Small businesses must now apply online for an exemption certificate through the Department of Revenue's MassTaxConnect application rather than submitting the paper Form ST-13 to the energy provider. Exemptions for 2018 were extended through March 31, 2019. If you haven't already done so, file now for your 2019/2020 exemption. Don't forget that after March 31 energy providers will be required to collect sales tax on energy purchased by a business without an exemption certificate.

## HOW TO APPLY FOR THE ENERGY EXEMPTION THROUGH [MASSTAXCONNECT](#)

**If you are already registered with MassTaxConnect,** log in to your MassTaxConnect account and select "Request/Update Small Business Energy Exemption" and follow the prompts.

**If your business income is reported on a Schedule C with your personal income tax return and you do not pay other taxes, like withholding or sales:**

1. Go to MassTaxConnect and choose *Create my username*
2. Choose *Create my username* on the next screen
3. Select the second option [*I am an individual*] on the next screen and follow the prompts.

**If you are not yet registered with MassTaxConnect but your small business has filed a Massachusetts corporate, partnership, non-profit or other tax return:**

1. Go to MassTaxConnect and choose *Create my username*
2. Choose *Create my username* on the next screen
3. Select the first option [*I represent a business*] on the next screen and follow the prompts.

Exemptions are effective only when the eligible small business obtains an exemption certificate from DOR. An electronic version will be available through your MassTaxConnect account the next business day following registration completion. A paper copy will be mailed within 48 hours.

Provide a copy of your certificate, or the certificate number, to your energy provider immediately.

**Information:**

Lots more information is available on the DOR website about the [small business energy exemption](#) in the form of FAQs. You can also review the [emergency regulation](#) for detailed information.

If you have any questions, please call us at 617-887-6367. Choose option 4 (sales tax) at the first prompt and option 2 (MassTaxConnect help) at the second prompt.