








# Your checklist to set up taxes with Printful:

<b>Step 1</b>	 <b>Check which taxes</b> Printful will charge you.
<b>Step 2</b>	 <b>Check if you are registered as a taxpayer</b> in the country/state where you sell and if any tax exemptions apply to you.
<b>Step 3</b>	 <b>If you are registered as a taxpayer:</b> <ul style="list-style-type: none"><li>a. Head to <b>Printful Dashboard &gt; Billing</b> and find the respective tax exemption.</li><li>b. Submit the required Tax ID and documentation.<ul style="list-style-type: none"><li>i. Note that in order to not be charged tax, the tax exemption documentation must be submitted and approved before the order is placed.</li><li>ii. Note that some tax exemptions (like EU VAT, UK VAT, Norway VAT, AUS/NZ GST, Resale certificates) require our approval. We usually approve the tax exemptions within 2 business days.</li></ul></li><li>c. Check if your ecommerce platform offers <a href="#">any options to automatically charge tax</a> to your customers. This way, you won't lose profit on tax charges.</li></ul>  <b>If you aren't registered as a taxpayer:</b> <p>If you aren't registered as a taxpayer and don't have any tax exemption documentation to submit, <b>make sure to recheck and readjust your retail prices</b>—this way, you won't lose profit on tax charges.</p>
<b>Step 4</b>	 You can find all your order invoices in <b>Printful Dashboard &gt; Orders or Dashboard &gt; Billing &gt; Payments</b> . You can submit these invoices to tax authorities for tax purposes if needed, for example, to get back the overpaid tax.