



# Illinois Department of Revenue ST-586 Annual Certification of No Solicitation

## Read this information first

Individuals, organizations and corporations must complete Form ST-586, Annual Certification of No Solicitation, to certify under penalty of perjury that they have not engaged in any prohibited solicitation activities in Illinois at any time during the previous year.

## Step 1: Identify the Individual, Organization or Corporation

Please check one:  Individual (Complete Steps 1 and 2)  Organization/Corporation (Complete Steps 1, 2 and 3)

Individual's Name \_\_\_\_\_ Title \_\_\_\_\_

Organization/Corporation \_\_\_\_\_ FEIN \_\_\_\_\_

Address \_\_\_\_\_  
Street address (no P.O. Box) City State ZIP

## Step 2: Annual Certification of No Solicitation

### I HEREBY CERTIFY, UNDER PENALTY OF PERJURY:

That the individual, organization or corporation listed above is operating under an agreement with \_\_\_\_\_  
Out-of-State Retailer's Name  
and the person, organization or corporation named above has not engaged in prohibited solicitation activities in Illinois that refer potential customers to \_\_\_\_\_  
Out-of-State Retailer's Name at any time during the previous year \_\_\_\_\_  
MM-DD-YYYY to \_\_\_\_\_  
MM-DD-YYYY. The prohibited solicitation activities include, but are not limited to, distributing flyers, coupons, newsletters, and other printed promotional materials or electronic equivalents, verbal soliciting (e.g., in-person referrals), initiating telephone calls, and sending emails or text messages.

Print Name \_\_\_\_\_  
Individual or an Officer of the organization or corporation listed above

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Signature of person's name printed above

## Step 3: Additional Statement Required from Organization or Corporation

### I HEREBY CERTIFY, UNDER PENALTY OF PERJURY:

That the website of the organization or corporation listed above includes information that alerts its members that anyone operating under the organization's/corporation's agreement with \_\_\_\_\_  
Out-of-State Retailer's Name is prohibited from engaging in any solicitation activities in Illinois that refer potential customers to \_\_\_\_\_  
Out-of-State Retailer's Name, including, but not limited to, distributing flyers, coupons, newsletters, and other printed promotional materials or electronic equivalents, verbal soliciting (e.g., in-person referrals), initiating telephone calls, and sending emails or text messages.

Print Name \_\_\_\_\_  
Officer of the organization or corporation listed in Step 1

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Signature of person's name printed above

# General Information

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## Who should complete Form ST-586?

Public Act 98-1089 sets forth the criteria out-of-state retailers must satisfy in order to be presumed to be maintaining a place of business in Illinois, requiring them to register and to collect and remit Use Tax on all of its sales to Illinois customers. Out-of-state retailers may rebut this presumption if the persons, organizations and corporations with whom they have agreements are able to certify under penalty of perjury that they have not engaged in any prohibited solicitation activities in Illinois during the previous year (i.e., they complete Form ST-586). Out-of-state retailers must maintain this certification in their books and records.

The person or persons operating under the agreement in Illinois shall certify to out-of-state retailers by January 1 of each year, under penalty of perjury, that they have not engaged in any prohibited solicitation activities in Illinois at any time during the previous year. If the person in Illinois with whom an out-of-state retailer has an agreement is an organization or corporation, the annual certification shall also include a statement from the organization or corporation, signed by an officer of the organization or corporation, certifying that its website includes information directed at its members (in the case of a corporation – its officers, employees or independent contractors) alerting them to the prohibition against the solicitation activities.

## What if I need additional assistance?

If you need assistance,

- visit our website at [tax.illinois.gov](http://tax.illinois.gov), and review Informational Bulletin FY2015-07, Important Notice of Changes for Out-of-State Retailers,
- call our Taxpayer Assistance Division at **1 800 732-8866** or **217 782-3336**, or
- call our TDD (telecommunications device for the deaf) at **1 800 544-5304**.

Our office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday.