



**Matanuska-Susitna Borough**  
Marijuana Sales Tax  
**REQUEST FOR CERTIFICATE INFORMATION**  
350 E DAHLIA AVE PALMER AK 99645

**Name of Business**  
**Owner**  
**Mailing Address**  
City State Zip

**Year**

All sellers of marijuana and marijuana products within the Matanuska-Susitna Borough must possess a current certificate of registration for the purpose of collecting and remitting the marijuana sales tax and prior to engaging in any retail sales or opening additional places of business. The certificate will be issued upon receipt of a properly executed application. Certificates are renewed and issued annually to all retail locations that are not delinquent in remitting the sales tax. Your certificate is good for one location only, and is neither assignable nor transferable. The certificate must be prominently displayed at the physical location of the registered place of business. When there is a change of mailing address or other information, a new certificate is required and an updated application must be filed with this office. Once the application is returned the Certificate of Registration will be sent along with your sales tax registration number, a copy of Matanuska-Susitna Borough Code Chapter 3.60 MARIJUANA SALES TAX and tax stickers. Please return at your very earliest convenience.

NAME OF BUSINESS AS VIEWED BY PUBLIC (IF DIFFERENT): \_\_\_\_\_  
PHYSICAL LOCATION OF REGISTERED BUSINESS: \_\_\_\_\_  
PHYSICAL CITY OF LOCATION: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_  
(FOR SALES TAX RETURNS & OTHER BUSINESS CORRESPONDENCE)  
CITY STATE ZIP: \_\_\_\_\_  
PUBLIC PHONE NUMBER AT LOCATION: \_\_\_\_\_  
SECURE EMAIL ADDRESS: \_\_\_\_\_  
MATANUSKA-SUSITNA BOROUGH PERMIT NUMBER: \_\_\_\_\_  
DATE MATANUSKA-SUSITNA BOROUGH PERMIT ISSUED: \_\_\_\_\_  
FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN #): \_\_\_\_\_  
OWNER OR ENTITY: \_\_\_\_\_  
ALASKA CORPORATION NUMBER: \_\_\_\_\_  
ALASKA STATE BUSINESS LICENSE NUMBER: \_\_\_\_\_  
DATE OF EXPIRATION: \_\_\_\_\_  
ALASKA MARIJUANA LICENSE NUMBER: \_\_\_\_\_  
DATE OF EXPIRATION: \_\_\_\_\_  
CONTACT: \_\_\_\_\_  
CONTACT PHONE: \_\_\_\_\_  
WITH WHOM MAY WE SPEAK REGARDING MARIJUANA  
SALES TAX OR OTHER BUSINESS QUESTIONS? \_\_\_\_\_  
AUTHORIZED SIGNATURE: \_\_\_\_\_

Should you have any questions regarding this document or the marijuana sales tax, please contact the Sales & Excise Tax Office at 907-861-8503 or email [lesley.norris@matsugov.us](mailto:lesley.norris@matsugov.us).

Sales & Excise Tax Office  
Matanuska-Susitna Borough  
Finance Department  
Revenue & Budget Division