

**University of Southern California
 Partial Sales and Use Tax Exemption Claim
 Qualification Questionnaire**

Name of Purchasing Organization, School, Department, or Lab: _____

Preparer's Name: _____

Program Code: _____

Phone Number: _____

Account # and Name: _____

Date: _____

Account# and Name: _____

The purpose of the following questionnaire is to determine whether your organization, school, department or laboratory is qualified for the partial tax exemption and if so, whether your purchases are qualified tangible personal property. Because the answers to the questionnaires will be used as the basis for the determination of your eligibility of the partial exemption, please provide the accurate answers to the questions. In addition, USC will file tax returns based on the answers to this questionnaire, therefore, inaccurate answers may be challenged by the California State Board of Equalization and USC would be subject to additional tax, interest and potential penalties.

	Questions	Yes/No	Comments
1	Are you engaged in research and development ("R&D") activities? Or, Are you engaged in manufacturing activities? If yes, please describe the activities:		
2	Are you primarily engaged in (more than 50% of the time) R&D or Manufacturing?		
3a	Do you allocate 50% or more of funds from/for R&D or Manufacturing? If yes, please describe the activities:		
	- OR -		
3b	Do you expend 50% or more of operating expenses from/for R&D or Manufacturing? The operating expense test would very likely apply to many R&D companies and non-profit research organizations. If yes, please describe the activities:		
	- OR -		
3c	Do you assign or derive 50% or more of employee salaries and wages; value of production; OR number of employees based on a full-time equivalency to R&D or Manufacturing?		
4	Is the tangible personal property ("TPP") primarily (i.e. 50% or more) used for the Qualified Purposes as described below? • Research & Development; • Manufacturing, processing, refining, fabricating or recycling of TPP; • Packaging; OR • Maintaining, repairing, measuring or testing property listed above.		