

**CRT-61 Certificate of Resale (Sales and Related Taxes, Fees, and E911 Surcharge)**

A Certificate of Resale is a statement signed by the purchaser that indicates the merchandise purchased is for resale purposes only. **Note:** It is the seller's responsibility to verify that the purchaser's retailer or reseller Illinois account ID number is valid and active. You can confirm this by using the Verify a Registered Business link at [mytax.illinois.gov](http://mytax.illinois.gov). This system allows you to inquire whether a business is registered with the Illinois Department of Revenue (IDOR) and how that business is registered.

**Step 1: Identify the seller**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

**Step 2: Identify the purchaser**

Name Ivy Lane Corporation dba Valvoline Instant Oil Change  
Address 4020 Stadium Drive  
City Loves Park State IL ZIP 61111

**Complete the information below. Check only one box.**

- ☒ The purchaser is registered as a retailer or reseller with IDOR. Account ID number 4 1 8 5 - 6 1 3 9.
- ☐ The purchaser is an out-of-State purchaser authorized to do business out-of-State and not required to be registered as a retailer or reseller in Illinois and will resell and deliver this property only to purchasers located outside the State of Illinois. Enter the other state name and account/registration number: \_\_\_\_\_ (or attach copy of registration to Form CRT-61). See instructions.

**If making a blanket certificate, skip to Step 4 or 5.**

**Step 3: Describe the property**

Describe the property that is being purchased for resale or list the invoice number and the date of purchase.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For a blanket certificate to qualify, the purchaser must complete Step 4 or 5. See instructions for more information.

**Step 4: Complete for full blanket certificates**

- ☒ I am the identified purchaser, and I certify that all of the purchases that I make from this seller are for resale.

**Step 5: Complete for percentage blanket certificates**

- ☐ I am the identified purchaser, and I certify that the following percentage, \_\_\_\_\_ %, of all of the purchases that I make from this seller are for resale. List the item: \_\_\_\_\_

**Note:** This is for use only with single item type purchases, such as cooking oil used in preparing foods. See instructions.

**Step 6: Purchaser's signature**

I certify that I am purchasing the property in Step 3, Step 4, or Step 5 from the stated seller for the purpose of resale. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe tax based on each item's purchase price or as otherwise provided by law.

I understand misuse or misrepresentation may also result in penalties, interest, and criminal prosecution.

  
Purchaser's signature

Nick Leach  
Printed name

accounting.service@IvyLaneCorp.com 05/16/2025  
Email address Date

515-802-3707  
Phone