Setting Up RetailEdge for Sales Tax Holidays

Blog · https://retailedge.com/docs/setting-up-retailedge-for-sales-tax-holidays

During tax-free holidays (weeks and months, in some cases), participating U.S. states cut sales tax on certain items and make back-to-school shopping a little more affordable.

When are the tax-free holidays? It varies by state. If you don't know when or if your state participates in a Tax Free Holiday you can find out by clicking here.

We have had some questions from customers about how to navigate cutting sales tax on certain departments and items, so here is our guide!

How To: Create a Tax Free Jurisdiction

1. In RetailEdge, go to **Tools** > **Tax Jurisdictions**
2. Press **Add** on the **Tax Jurisdiction List**.
3. Type in a **Jurisdiction Name** (Something like "Tax Free") and a **Base Rate** of **0%**
4. Press **Save**

If there are certain items that are excluded or exempt from tax free day, follow these instructions on how to Create Tax Exemptions and 2-Tiered Tax Rates.
On the morning of tax free day, on one of the computers in the store, go to **Tools** > **Settings** > **Location** > **Modify** the appropriate location. Locate the tab titled **Sale Tax**. **Edit** the default tax jurisdiction, **remove** the existing one, and **add** in the new one you created. **Save and close.** Be sure to **restart RetailEdge on ALL computers in the location** so each machine picks up the new settings.
When the tax free period is over just go back into your location settings and switch them back.

We hope this helps you navigate Tax Free Holidays in RetailEdge! Please reach out if you have any questions.