

# Information Bulletin

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PST-51

Issued: May 2023

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## THE PROVINCIAL SALES TAX ACT

### FLORISTS

This bulletin has been prepared to help you apply and collect the Provincial Sales Tax (PST). It is provided as a general guide and should not be considered a substitute for the legislation.

The contents of this bulletin are presented under the following sections:

- A. Registration Requirements
- B. Taxable Sales
- C. Exempt Goods
- D. Exempt Sales
- E. Taxable Purchases for Your Own Use
- F. Exempt Purchases
- G. Sales of Used Business Assets
- H. Tax Tips Line
- I. Saskatchewan eTax Services (SETS)

#### A. REGISTRATION REQUIREMENTS

##### **Vendor's Licence**

All resident and non-resident florists operating or making taxable sales in Saskatchewan are required to be registered with a PST Vendor Licence number. There are no minimum annual sales for this requirement, and vendors are required to collect and remit PST on all taxable sales as outlined in this bulletin.

For information regarding Licenced Vendor responsibilities and tax return filing, please see Information Bulletin [PST-5, General Information](#).

##### **Sales Made Through Online Platforms**

Online marketplace facilitators must be licensed for purposes of collecting and remitting Saskatchewan PST. This includes both resident and non-resident online platform operators.

**Marketplace Facilitator** means a person, as defined in *The Provincial Sales Tax Regulations*, that makes or facilitates a marketplace for retail sales by marketplace sellers and collects payment from a consumer or user, directly or indirectly, and remits payment to a marketplace seller; regardless whether or not that person receives consideration in exchange for its services.

**Marketplace seller** means a person that makes retail sales through any physical or electronic marketplace operated, owned or controlled by a marketplace facilitator.

The marketplace facilitator is responsible for the proper collection of PST, including determining the applicable rate and tax status of goods and services for sale, and is required to collect and remit PST on all taxable sales made through their platforms, regardless of whether the marketplace seller is a licensed vendor.

For further information, please refer to Information Notice [IN 2020-08, \*Electronic Distribution Platforms, Online Accommodation Platforms and Marketplace Facilitators\*](#).

## B. TAXABLE SALES

- Cut flowers and plants
- Gift baskets and packages of bundled goods containing only PST taxable goods

**Note: See Information Notice IN 2023-03, *Gift Baskets and Other Packaged Goods for the application of tax to gift baskets or packages containing both taxable and exempt items, or items subject to more than one tax type.***

- Floral arrangements, potted plants and baskets (fresh or artificial)
- Flowerpots, terrariums and planting kits
- Orders of floral arrangements, plants, gift baskets and other packaged goods, placed by residents or non-residents for delivery in Saskatchewan
- Plant boxes and containers
- Potted house plants
- Silk or dried flower arrangements

### **Delivery Charges**

Delivery charges are not subject to PST, providing the charges are reasonable and segregated on the customer's invoice and the supply point originates in Saskatchewan. Delivery charges for taxable goods are subject to PST when the supply-point originates outside Saskatchewan.

## C. EXEMPT GOODS

- Fertilizer, including plant food and vitamins
- Orders of floral arrangements, plants, gift baskets and other packaged goods, placed by residents or non-residents for delivery outside Saskatchewan

**D. EXEMPT SALES**

Sales of taxable goods and services to the following are exempt from tax:

- Federal government departments and agencies (**Note:** Federal government crown corporations and provincial government ministries, agencies and crown corporations are not exempt from paying PST).
- Other vendors for resale providing their vendor's licence number is recorded.
- Residents or non-residents providing the goods and services are shipped or delivered out of the province by the retailer (evidence of shipment must be retained).
- Status Indians, Indian bands and non-commercial band-empowered entities providing the goods are delivered to the reserve by the retailer or the services are performed on the reserve and the *Certificate of Indian Status Identification Card* number or band number is recorded on the invoice. The complete 10-digit card number must be recorded on the invoice. If the federal identification card number is only three to five digits, record the number and the name of the band on the sales invoice. Proof of delivery to a reserve must be retained. Please see Information Bulletin [PST-63, Sales to First Nations Individuals and Organizations](#) for further information.

**E. EXEMPT PURCHASES**

The following items may be purchased exempt from tax by quoting your vendor's licence number to your suppliers:

- Inventory items, for resale
- Containers sold with the product and not returned to the vendor (e.g. wrapping materials, boxes, bags and labels)

Florists that grow their own flowers and plants may qualify as a farmer and be eligible to purchase certain farm equipment and supplies exempt of the PST. See Information Bulletin [PST-23, Lawn and Garden Centres, Nurseries, Greenhouses, Gardens and Other Growers](#) for additional information.

**F. GOODS AND SERVICES FOR YOUR OWN USE**

Businesses are required to pay tax on purchases of new and used equipment, supplies and taxable services purchased for use in their business operations. Tax is payable as follows:

- When purchased from a licensed supplier, the tax must be paid to the supplier at the time of purchase.
- When purchased from a supplier who did not collect the tax, or when taken from an exempt resale inventory, the tax must be self-assessed and remitted with the regular tax return. This includes goods taken for personal or business use.

- When purchased from an unlicensed supplier located outside Saskatchewan, the tax must be self-assessed and remitted with the regular tax return on the laid down cost, which includes currency exchange, transportation charges, customs and excise duties, and importation charges, but not the GST.

Goods in this category include items such as:

- Advertising materials including flyers, catalogues and price lists
- Shelving and display racks
- Coolers and refrigerators (including walk-in)
- Office furniture and equipment
- Office stationery and supplies
- Tools and equipment

#### **G. SALES OF USED BUSINESS ASSETS**

Businesses are required to collect tax on the sale of used assets, such as taxable vehicles and equipment. When used assets are being sold as part of the closure of a business, the purchaser is required to self-assess and report the tax.

When individuals purchase used goods for personal use, other than vehicles, tax applies to the selling price of the goods less a deduction of \$300 per item. If a trade-in is involved, the purchaser is entitled to a deduction of \$300 or the value of the trade-in, whichever is greater. If the goods are for commercial use, the \$300 deduction does not apply.

For further information please see Information Bulletin [PST-58, Used Goods](#).

#### **H. TAX TIPS LINE**

When a business or individual does not comply with provincial tax legislation, businesses face unfair competition and a burden is placed on all taxpayers who do comply. It causes significant loss in the revenue available to fund services such as health, education and other important government programs.

Tax Tips Line provides an anonymous, fully confidential way for the public to report businesses or individuals who are participating in tax fraud. If you suspect that a business or individual is being dishonest with their provincial taxes or is misrepresenting their activities to reduce their taxes, you can report them using Tax Tips Line.

Please visit our website at [saskatchewan.ca/business/taxes-licensing-and-reporting/provincial-taxes-policies-and-bulletins/tax-tips-line](http://saskatchewan.ca/business/taxes-licensing-and-reporting/provincial-taxes-policies-and-bulletins/tax-tips-line) to find out more regarding types of tax fraud and the information to report, if possible.

Tax Tips Line is specifically and solely for information related to provincial tax compliance. Any unrelated inquiries or information will not be addressed by the Tax Tips Line, and should be directed to the appropriate organization.

How to Report:

- 1) Toll-free 1-833-334-8477
- 2) Write: Ministry of Finance  
Revenue Division  
PO Box 200  
REGINA SK S4P 2Z6
- 3) [Online Form Submission](#)

**I. SASKATCHEWAN eTAX SERVICES (SETS)**

Finance has made it possible to report and remit tax electronically through a secure, fast, easy and convenient online self-service portal. Several services are currently available to businesses through SETS ([sets.saskatchewan.ca](https://sets.saskatchewan.ca)):

- Register for secure, self-managed access to all your tax accounts.
- Apply for a new tax account.
- File and pay returns and amend previously filed returns.
- Make payments on account, including post-dated payments.
- View account balance and statement information.
- Authorize employees or accountants to file on your behalf.
- Receive notifications by email when a tax return should be filed. This replaces the paper forms usually sent in the mail.
- Submit a service request to update the mailing address or add a new business location.
- Submit a service request to receive tax information, interpretations or rulings related to your specific business activities.
- View and download up-to-date tax information promptly.
- Subscribe to receive email notifications when new and revised tax publications are available.

**FOR FURTHER INFORMATION**

Write: Ministry of Finance  
Revenue Division  
PO Box 200  
REGINA SK S4P 2Z6

Telephone: Toll Free 1-800-667-6102  
Regina 306-787-6645

Email: [sasktaxinfo@gov.sk.ca](mailto:sasktaxinfo@gov.sk.ca)

Internet: Tax bulletins, forms and information are available at [saskatchewan.ca/business-taxes](https://saskatchewan.ca/business-taxes).

To receive automatic email notifications when this or any other bulletin is revised, go to [sets.saskatchewan.ca/subscribe](https://sets.saskatchewan.ca/subscribe).

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Government website: [Saskatchewan.ca](https://Saskatchewan.ca)