

THIS CERTFICATE MUST BE POSTED IN A CONSPICUOUS PLACE

REMOVE DOCUMENT ALONG THIS PERFORATION

YOUR EXEMPTION FROM DC SALES AND USE TAX IS EFFECTIVE ON THE DATE OF ISSUANCE. IN ACCORDANCE WITH DC CODE 47-2005 AND TITLE 9 DCMR 445, SALES TO ORGANIZATIONS RECOGNIZED AS TAX EXEMPT BY THE DISTRICT OF COLUMBIA FOR DC SALES AND USE TAX PURPOSES, ARE ALLOWED TO USE COMPANY CHECKS OR CREDIT CARDS TO PAY FOR SERVICES. THE CREDIT CARD MUST BE BILLED DIRECTLY TO THE TAX-EXEMPT ENTITY.

A COPY OF THE EXEMPT ORGANIZATION'S CERTIFICATE OF EXEMPTION MUST ACCOMPANY THE PRESENTATION OF THE CREDIT CARD OR COMPANY CHECK AND THE NAMES AND ADDRESSES (COMPANY CHECK) ON EACH ITEM MUST MATCH.

PURCHASES MADE AND PAID TO A VENDOR BY EMPLOYEES USING CASH, PERSONAL CHECK OR PERSONAL CREDIT CARDS ARE CONSIDERED TAXABLE TRANSACTIONS BETWEEN THE EMPLOYEE AND THE VENDOR AND ARE SUBJECT TO DC SALES TAX.

See Reverse Side For Easy Opening Instructions



GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF TAX AND REVENUE 941 NORTH CAPITOL STREET NE WASHINGTON DC 20002