



National Credit Union Administration

Credit Union: \_\_\_\_\_

Charter Number: \_\_\_\_\_

**LETTER OF EXEMPTION**

This Letter of Exemption certifies that federal credit unions are exempt from all taxes imposed by the United States or by any state, territorial, or local taxing authority, except for local real or personal property tax. Section 122 of the Federal Credit Union Act (12 U.S.C. § 1768) states in relevant part:

*The Federal credit unions organized hereunder, their property, their franchises, capital reserves, surpluses, and other funds, and their income shall be exempt from all taxation now or hereafter imposed by the United States or by any State, Territorial, or local taxing authority: except that any real property and any tangible personal property of Federal Credit unions shall be subject to Federal, State, Territorial and local taxation to the same extent as other similar property is taxed.*

This exemption from taxation includes, but is not limited to, state or local sales taxes for direct purchases of goods or services by a federal credit union, and hotel occupancy taxes on lodging or meals for employees traveling on official federal credit union business. The exemption applies in instances where the obligation of paying the tax falls on the federal credit union, and payment is made by the federal credit union via direct billing or use of a credit card in the name of the federal credit union.

For a more detailed explanation of the tax exemption please visit the agency's website at: [http://www.ncua.gov/GenInfo/GuidesManuals/Tax\\_Exempt/ExemptExplanation.htm](http://www.ncua.gov/GenInfo/GuidesManuals/Tax_Exempt/ExemptExplanation.htm)

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael J. McKenna'.

Michael J. McKenna  
General Counsel

(Revised 8/2011)



THE CITY OF SAN DIEGO

Transient Occupancy Tax (TOT)
Exemption Chart

Table with 4 columns: Transient Type, Type of Payment, Exempt from Tax?, and Remarks. Rows include Federal Agency\*, State of California\*\*, States other than California, Local Governmental Agencies, and Diplomats.

\* Includes instrumentalities of the Federal government such as Federally Chartered Credit Unions, Amtrak, and the American National Red Cross.

\*\* Includes instrumentalities of the State of California such as California State Chartered Credit Unions. Note: California is the only state that may be exempt for San Diego TOT.



**REQUEST FOR TOT EXEMPTION FOR FEDERAL  
GOVERNMENT EMPLOYEES AND THEIR INSTRUMENTALITIES**

This form is to be completed in full by persons claiming exemption from the Transient Occupancy Tax (TOT) of the City of San Diego. Any exemption applies only to those days during which you are engaged in business for your employer. Please print the information requested below.

Name/Title: \_\_\_\_\_

Work Telephone Number: \_\_\_\_\_

Federal Government Entity (Employer): \_\_\_\_\_

Employer Address: \_\_\_\_\_  
(Include City, State, Zip)

Purpose of Stay: \_\_\_\_\_

Date(s) and Location of Event (if applicable): \_\_\_\_\_

Hotel Name and Location: \_\_\_\_\_

Date(s) of Hotel/Motel Stay: \_\_\_\_\_

Supervisor's Name and Telephone Number: \_\_\_\_\_

I certify under penalty of perjury that the above information is correct and that the purpose of the above mentioned stay was for official Federal or State of California Government business. If this stay is used, in whole or in part, for non-business purposes, I shall be liable for payment of the applicable TOT to the City of San Diego for my occupancy on such non-business days.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Proof of government employment verified by Hotel/Motel Operator or designee.**

\_\_\_\_\_  
Signature of Hotel/Motel Operator or designee

\_\_\_\_\_  
Date