



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

Sincerely,

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

Michael J. McKenna
General Counsel

(Revised 8/2011)

**Certificate of Exemption****Purchaser:** Complete this certificate and **give it to the seller.** Do not send to the Department of Revenue.**Seller:** Keep this certificate as a part of your records. If this certificate is not fully completed, you must charge tax.

Check one

☒ **Single purchase certificate** ☐ **Blanket certificate** (if checked, this certificate continues in force until cancelled by the purchaser)

Name of purchaser's business or organization _____

Business address _____

City _____

State _____

Zip code _____

Purchaser's state tax ID number _____

State of issue _____

If no number, give reason _____

Name of seller from whom you are purchasing, leasing or renting _____

Seller's address _____

City _____

State _____

Zip code _____

Describe the nature of your business or organization. Include a description of the items normally sold in your business, if applicable. _____

Describe the items for which you are claiming exemption. _____

Circle the exemption reason code. Enter the number or title where applicable.

Code Description

A **Agricultural or industrial production.****B** **Direct pay.** Enter DP# _____**C** **Exempt organization.** Enter ES# or type of group Federal Credit Union**D** **Motor carrier direct pay.** Enter MCDP# _____**E** **Multiple points of use.****F** **Percentage exemption.**☐ Advertising (enter percentage) _____% ☐ Utilities (enter percentage) _____%**G** **Resale.****H** **Resource recovery facility.** Enter CN# _____**I** **Other.** Enter title _____*I declare that the information on this certificate is correct and complete to the best of my knowledge and belief. (PENALTY—If you try to evade paying sales tax by using an exemption certificate for items or services that will be used for purposes other than those being claimed, you may be fined \$100 under Minnesota law for each transaction for which the certificate is used.)*

Signature of authorized purchaser _____

Print name here _____

Phone _____

Date _____

If you have questions, call 651-296-6181. TTY: Call 711 for Minnesota Relay.

Forms and fact sheets are available on our website at www.taxes.state.mn.us.

Print or type

Describe business/
exempt items

Type of exemption

Sign here