



New York State Department of
TAXATION and FINANCE
OTPA Sales Tax Exempt Organizations Unit
Building 9 Room 154
W.A. Harriman Campus
Albany, NY 12227

August 2, 2011

Dutchess County
22 Market St
Poughkeepsie NY 12601

TAX ID 14740026K

Dear Sir or Madam:

The Tax Law exempts New York State governmental entities such as your organization, Dutchess County, from the payment of New York State sales and use taxes on their purchases. In order to make tax exempt purchases, a New York State governmental entity must present vendors with the entity's official purchase order or other documentation (e.g., payment voucher, contract of sale, Form AC 946, *Tax Exemption Certificate*, Form ST-129, *Exemption Certificate - Tax on occupancy of hotel rooms*, etc.) which indicates that the purchaser is a New York State governmental entity.

Tax exemption numbers and Form ST-119.1, *Exempt Organization Exempt Purchase Certificate*, are not issued to New York State governmental entities. If a vendor requests a tax exemption number or Form ST-119.1, *Exempt Organization Exempt Purchase Certificate* from you, the Dutchess County may give the vendor a copy of this letter. This will assure the vendor that a governmental purchase order, or other evidence that the Dutchess County is the purchaser, is the only documentation the vendor needs in order to not collect sales tax.

For additional information, please refer to Publication 843, *A Guide to Sales Tax in New York State for Exempt Organizations*, which is available on the New York State Tax Department website at nystax.gov

New York State Department of Taxation and Finance
OTPA-Taxpayer Guidance Division
Sales Tax Exempt Organizations Unit
Building 9 Room 154
W A Harriman Campus
Albany NY 12227

State of New York • Department of Taxation and Finance • Sales Tax Bureau
 New York State and Local Sales and Use Tax

EXEMPT ORGANIZATION CERTIFICATION

VENDOR		EXEMPT ORGANIZATION	
	NAME & ADDRESS	DUTCHESS COUNTY	
		22 MARKET STREET	
		POUGHKEEPSIE, NEW YORK 12601	
THIS CERTIFICATION IS ACCEPTABLE IF THE PURCHASER HAS ENTERED ALL INFORMATION REQUIRED.		CERTIFICATE NUMBER EX - 14740026K	

THE UNDERSIGNED HEREBY CERTIFIES THAT THE ORGANIZATION NAMED ABOVE HAS RECEIVED AN EXEMPT ORGANIZATION CERTIFICATE AND IS EXEMPT FROM STATE AND LOCAL TAXES ON ALL ITS PURCHASES.

 _____ SIGNATURE OF OFFICER	Comptroller _____ TITLE	1-6-20 _____ DATE
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INSTRUCTIONS FOR USE OF CERTIFICATION

An Exempt Organization Certificate (ST-119.1) must be presented to your vendor at the time the original purchase is made. For subsequent purchases from the same vendor, the exempt organizations name, address and certificate number on the sales slip or billing invoice is sufficient.

Exempt Organization Certificates should be retained by vendors for at least three years after the last date property or services were sold to the organization tax-free. The certification shall be considered part of any order given to the vendor and shall remain in force until revoked.

A supply of ST-119.1 may be obtained at any State District Tax Office or from the main office of the Sales Tax Bureau, State Campus, Albany, New York 12227. Private reproduction of ST-119.1 may be made without prior permission from the Sales Tax Bureau.