

Hotel/Motel Excise Tax Exemption Certificate

(To be completed by guest and submitted to registration)

Part A OCCUPANT INFORMATION		
1. Occupant's Name	2. Title	
Part B BUSINESS OR INSTITUTION AUTHORIZATION		
1. Name of Business or Institution Claiming Exemption	2. Federal ID No.	3. Telephone No.
Youngstown State University	34-1011998	330-941-3210
4. Street Address, City, State and Zip of Business or Institution		
One University Plaza Youngstown, Ohio 44555		
5. Authorized Signature (Treasurer or Financial Officer of Business or Institution):	6. Name (please print):	
	Barb Greene	
7. Title	8. Date	
Interim Director Procurement Services	7/26/22	
Part C HOTEL INFORMATION		
1. Name of Hotel, Apartment Hotel or Lodging House:	2. Arrival Date	3. Departure Date
4. Hotel Address:	5. Prepared by (Name of Hotel Employee)	6. Hotel Vendors License No.

The person signing this form **MUST** check the applicable box to claim exemption from the hotel/motel excise tax, imposed by COLUMBUS CITY CODES Chapter 371.2(e) and Tax Regulations of the Franklin County Convention Facilities Authority, Section 2(d). Questions should be directed (preferable in writing) to Hotel/Motel Excise Tax, Division of Income Tax, 50 West Gay Street, 4th Floor, Columbus, OH 43215-9037. Telephone (614) 645-7865.



STATE AND LOCAL GOVERNMENTS AND POLITICAL SUBDIVISIONS THEREOF

I certify that the hotel accommodation purchased is to be paid directly with funds from the entity noted on this form and will be used in the exercise of that entity's essential functions. "Directly" does not include per diem, entity advances, or similar indirect payments.



UNITED STATES GOVERNMENTAL EXEMPTION

I certify that the hotel accommodation purchased is to be paid directly with funds from the entity noted on this form and will be used in the exercise of that entity's essential functions. Caution: "Directly" does not include per diem, entity advances, or similar indirect payments. Rooms rented to federal government employees who are paying with cash, personal check or personal credit card are subject to tax. This is true even if the employees will be reimbursed by the federal government. Fill in the GSA centrally billed credit card type, prefix and sixth digit:

PLATFORM (Visa and etc.)

PREFIX (First four digits)

SIXTH DIGIT

NOTE TO VENDOR – To be valid this certificate must be filled out completely. Transaction to be reported and exemption claimed at conclusion of guest occupancy. Do not send this certification to the Columbus Income Tax Division. Keep a copy of this certificate for your records since it must be available for audit review

NOTE TO TRANSIENT GUESTS – Parts A & B must be completed prior to and submitted at the time of registration. Legible faxed or scanned exemption certificates received by the vendor from qualifying businesses or institutions will be accepted. Multiple guests from same business or institution may submit one exemption certificate along with schedule detailing individual occupant information in Part A. Do not send this certification to the Columbus Income Tax Division. **KEEP A COPY OF THIS CERTIFICATION FOR YOUR RECORDS.** You are responsible to notify the vendor of cancellation, modification, or limitation of the exemption you have claimed.



Department of Taxation

tax.ohio.gov

STEC B Rev. 3/15

Sales and Use Tax Blanket Exemption Certificate

The purchaser hereby claims exception or exemption on all purchases of tangible personal property and selected services made under this certificate from:

(Vendor's name)

and certifies that the claim is based upon the purchaser's proposed use of the items or services, the activity of the purchase, or both, as shown hereon:

This sale is exempt under Ohio law, pursuant to Ohio Revised Code Section 5739.02(B)(1), as a sale to the State of Ohio or any of its political subdivisions. Purchases of the Telecommunication Services are exempt as defined by Ohio Revised Code Section 5739.01(B)(3)(F) and 5739.01(AA).
This certificate shall continue in force until revoked. It shall be considered a part of each order given the above-named vendor unless otherwise specified.

Purchaser must state a valid reason for claiming exception or exemption.

Youngstown State University

Purchaser's name

Higher Education

Purchaser's type of business

One University Plaza

Street address

Youngstown, OH 44555

Interim Director, Procurement Services

Signature

Title

04/11/2022

Date signed

50-21379

Vendor's license number, if any

Federal Tax ID Number: 34-1011998

Vendors of motor vehicles, titled watercraft and titled outboard motors may use this certificate to purchase these items under the "resale" exception. Otherwise, purchaser must comply with either rule 5703-9-10 or 5703-9-25 of the Administrative Code. This certificate cannot be used by construction contractors to purchase material for incorporation into real property under an exempt construction contract. Construction contractors must comply with rule 5703-9-14 of the Administrative Code.