

# Excise Tax Exemption Certificate for Government Employees

(To be completed by guest and submitted to registration)

<b>Part A OCCUPANT INFORMATION</b>		
Occupant's Name	Title	
<b>Part B BUSINESS OR INSTITUTION AUTHORIZATION</b>		
Name of Business or Institution Claiming Exemption Youngstown State University	Federal ID No. 34-1011998	Telephone No. 330-941-3210
Street Address, City, State and Zip of Business or Institution One Tressel Way, Youngstown, Ohio 44555		
Authorized Signature (Treasurer or Financial Officer of Business or Institution): <i>Barbara Greene</i>	Name (Please Print) Barb Greene	
Title Director, Procurement Director	Date 11/21/2024	
<b>Part C LODGING INFORMATION</b>		
Name of Hotel, Apartment Hotel or Lodging House:	Arrival Date	Departure Date
Property Address	Prepared by (Name of Employee)	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, PO Box 183213, Columbus, OH 43218-3213. 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.



## Sales and Use Tax Unit 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(8)(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 (8)(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.

Federal Tax ID - 34-1011998

***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 Tressel Way

Street address

Youngstown, Ohio 44555

City, state, ZIP code



Director

Signature

Title

11/21/2024

Date signed

50-21379

Vendor's license number, if any

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 Administrative Code Rule 5703-9-10 or 5703-9-25.

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 Administrative Code Rule 5703-9-14.