



Department of Taxation and Finance

August 1, 2019

Ivy Hill Preparatory Charter School
475 East 57th St
Brooklyn NY 11203

Dear Sir or Madam:

The Tax Law exempts New York State governmental entities such as your organization, Ivy Hill Preparatory Charter School, from the payment of New York State and local sales and use taxes on their purchases. 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 Ivy Hill Preparatory Charter School may give the vendor a copy of this letter. This will assure the vendor that a governmental purchase order, or other evidence that Ivy Hill Preparatory Charter School is the purchaser, and this letter are the only documentation the vendor needs 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 www.tax.ny.gov.

New York State Department of Taxation and Finance
OTPA-Taxpayer Guidance Division
Sales Tax Exempt Organizations Unit