

INSTRUCTIONS

1. This form will be used to establish the Government's exemption or immunity from State or Local taxes whenever no other evidence is available.
2. This form shall NOT be used for:
 - (a) Purchase of quarters or subsistence made by employees in travel status.
 - (b) Expenses incident to use of a privately owned motor vehicle for which a mileage allowance has been authorized, or
 - (c) Merchandise purchased which is subject only to Federal Tax.
3. If the spaces provided on the face of this form are inadequate, attach a separate statement containing the required information.
4. If both State and Local taxes are involved, use a separate form for each tax. The form will be provided to the vendor when the prices exclude State or Local tax.
5. The serial number of each form prepared will be shown on the payment voucher.

THE FRAUDULENT USE OF THIS FORM FOR THE PURPOSE OF OBTAINING EXCEPTION FROM OR ADJUSTMENT OF TAXES IS PROHIBITED.

UNITED STATES TAX EXEMPTION FORM	<i>Read the instructions on the preceding page.</i>	DEPARTMENT, AGENCY, OR OFFICE	SERIAL NUMBER
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ITEM PURCHASED FOR EXCLUSIVE USE OF THE UNITED STATES GOVERNMENT <i>(Describe)</i>	QUANTITY	UNIT PRICE (\$)
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VENDOR FROM WHICH PURCHASED	A tax exemption form has not previously been issued and the described item(s) has (have) been delivered and invoiced pursuant to:	AMOUNT OF TAX EXCLUDED (\$)	
NAME		STATE	
ADDRESS <i>(Number, Street, City, State, and ZIP Code)</i>		LOCAL	
		<i>FOR ADMINISTRATIVE OFFICE</i>	
		<i>DESIGNATED OFFICE SYMBOL NUMBER</i>	
	PURCHASE OR CONTRACT NUMBER		
	DATES	<i>VOUCHER NUMBER</i>	

The information on this form is true and correct to the best of my knowledge and belief.

PURCHASER'S SIGNATURE	DATE:
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PURCHASER'S OFFICE TITLE

PURCHASER'S ADDRESS

SIGNATURE OF VENDOR'S REPRESENTATIVE	DATE:
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TITLE OF VENDOR'S REPRESENTATIVE