



City of Gustavus
 PO Box 1
 Gustavus, Alaska 99826
 Phone: (907) 697-2451

APPLICATION FOR SALES TAX EXEMPTION CERTIFICATE
Fee \$10.00

I, _____, _____
 Name Title

Representing _____, a nonprofit
 Organization Name

organization whose mailing address is _____
 Mailing Address

 City, State, Zip

hereby apply for a Sales Tax Exemption Certificate under Section 4.15.040 of the City of Gustavus Sales Tax Ordinance. I certify the attached evidence of our Internal Revenue Service classification of 501 (c)(3) or 501(c) (4) is in good standing.

My organization ____DOES ____DOES NOT maintain a physical presence in the City of Gustavus.

I am aware that all nonprofit organizations that maintain a physical presence with the City of Gustavus must register with the City Treasurer, or the official administering this ordinance and report their sales.

I am aware this certificate exempts the organization's purchases and those sales that are not subject to federal income tax.

 Signature Date

Applications MUST be accompanied by the following required attachments:

1. A copy of the letter from the Internal Revenue Service announcing your classification status as a 501 (c) (3) or a 501 (c) (4), and
2. Payment of the \$10.00 application fee, and
3. A completed City of Gustavus Business Registration Form – This requirement only applies to nonprofit organizations that maintain a physical presence with the City of Gustavus that have not previously registered with the City Clerk or the official administering this ordinance.

Applications received without the required documents or payment will not be processed.

FOR OFFICE USE ONLY	
Certificate Number _____	Date _____
Fee Paid\$ _____	Cash _____ Check # _____
_____ City Treasurer, Gustavus	