

City of Houston
Non-Profit Sales Tax Exemption
P.O. BOX 940027 Houston, Alaska 99694
Incomplete applications will be returned.

<u>AGENCY INFORMATION</u>
Name _____
EIN _____
Contact Name _____
Mailing Address _____

Telephone _____
Email _____
<u>Application Is</u> (Please Circle) New Renewal

<u>PHYSICAL LOCATION OF AGENCY</u>

Is your organization inside City limits? _____
<u>ORGANIZATION OFFICERS</u>
Name _____ Position _____

As officer(s) of the above named non-profit organization, we hereby register for a City of Houston Non-profit tax exemption certificate as an exempt buyer provided for under the provisions of Houston Municipal Code 4.20.080

A COPY of the ruling or determination letter recognizing tax exempt status as 501 (c) (3) organization from the internal revenue service OR for churches, the state of Alaska non-profit corporation certificate must be attached.

I, the undersigned, declare that the foregoing facts are true. I further declare that I have read and understood that statutory regulations under which this exemption is granted. Granting of this exemption by the city is based on the best information available and ordinances or regulations in effect at the time of issue.

This form must be completed in full and applied for each calendar year with the required documentation attached.

Signature _____ **Date** _____

Office Use Only:	
CERTIFICATE # NP _____ - _____	EXPIRATION DATE _____
IRS EXEMPTION _____	APPROVED _____ DATE _____