



State of Colorado

Attached is a copy of the Sales Tax Exemption Certificate for the State of Colorado. To obtain exemption from sales taxes administered by the state, **ALL** of the following must be met:

- 1) The items or services purchased are used in conjunction with the normal charitable activities of IEEE.
- 2) The IEEE unit is **NOT** reimbursed for purchases by means of direct payment, enrollment fees, mandatory donations, registration fees, purchase of a ticket, or other fees designed to cover the cost of the purchase. For example, when a conference charges a registration fee or enrollment fee, the sales tax exemption does not apply.

There are about 70 Home Rule cities in Colorado that administer taxes on the local level, each having their own requirements. Most localities apply similar rules as the above in determining exemption.

Where indicated, mark the type of qualifying payment. The certificate must be signed by an authorized IEEE person. For an IEEE Section/Region/Society/Chapter, this can be an officer of the geographic unit. For IEEE staff, this can be a person with the appropriate expenditure authorization approval for the purchase.

Purchases must be paid for with an IEEE Purchase Card or a check from IEEE, Section, or other IEEE organizational unit bank account. Tax exempt purchases cannot be paid for with cash, personal checks, or personal credit cards.

If you have any further questions, please send an e-mail to tax-compliance@ieee.org

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Declaration of Wholesale or Entity Sales Tax Exemption

1. Purchaser Information		License or Exemption Information	
Legal Name INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS, INCORPORATED		Sales Tax License or Exemption Number 02511025	
Trade Name (if different) IEEE		State CO	Expiration Date 12/2025
Mailing Address 445 Hoes Lane		Phone Number 732-981-0060	
City Piscataway		State NJ	ZIP Code 08854
2. Wholesale Exemption. Mark the type of exemption, and describe your ordinary course of business.			
<input type="checkbox"/> Purchase for Resale <input type="checkbox"/> Manufacturing - Mark one of the following: <input type="checkbox"/> Ingredients or Component Parts <input type="checkbox"/> Machinery, Machine Tools, and Parts <input type="checkbox"/> Testing, Modification, or Inspection		Ordinary Course of Business, including the product(s) manufactured and/or sold:	
3. Entity Exemption. Enter a and b as required.			
a. Mark the type of entity.			
<input checked="" type="checkbox"/> 501(c)(3) Charitable Organization		<input type="checkbox"/> 501(c)(19) Veterans' Organization	
<input type="checkbox"/> U.S. or Colorado State or Local Government		<input type="checkbox"/> Affordable Housing Project	
<input type="checkbox"/> Tribe or Member – For sales on or delivered to a Colorado reservation. Mark the type of qualifying purchaser:			
<input type="checkbox"/> Tribal Government		<input type="checkbox"/> Enrolled Tribal Member	
<input type="checkbox"/> Entity owned by tribe or member – Enter the total tribal ownership percentage:			
b. Mark the type of qualifying payment, unless the exemption is for a tribal member or entity owned by a tribe or member.			
<input type="checkbox"/> Purchase Authorization to be paid later			
<input type="checkbox"/> Cash with a purchase order from the entity		<input type="checkbox"/> Check issued by the entity	
<input type="checkbox"/> U.S. Government GSA SmartPay3 Card		<input type="checkbox"/> Colorado State or Local Government Credit Card	
<input type="checkbox"/> Non-Government Credit Card bearing the entity name or branded for commercial use			
4. Other Exemption. Describe the exemption claimed and how your purchase qualifies.			
Exemption Claimed		Qualifications	
5. Purchaser Signature			
I declare that the purchases I make using this form qualify for exemption from Colorado sales and use taxes as entered above, and that I am the purchaser or have the authority to execute this form on behalf of the purchaser.			
Printed Name		Title	
Signature			Date (MM/DD/YY)