State of Michigan

Attached is a copy of the Sales and Use Tax Exemption Certificate for the State of Michigan. Please make copies for use and keep one as a master copy.

To obtain exemption from sales taxes, an IEEE unit must fill in Section 1: by checking "One Time Purchase", "Blanket Certificate" or “Blanket Certificate with Expiration Date”. Fill in the vendor's name and address.

Complete Section 2: by checking "All Items," or "Limited."

Section 3: "Basis for Exemption" has been filled in.

Complete Section 4: The certificate must be signed by an authorized IEEE person. For an IEEE Conference or an IEEE Section/Region/Society/Chapter, this can be an officer of the conference or 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, or IEEE Conference, 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 questions, please send an email to: tax-compliance@ieee.org
**Michigan Sales and Use Tax Certificate of Exemption**

This exemption claim should be completed by the purchaser, provided to the seller, and is not valid unless the information in all four sections is complete. Do not send a copy to Treasury unless one is requested.

**SECTION 1: TYPE OF PURCHASE**

Check one of the following:

- A. One-Time Purchase
  - Order or Invoice Number: _____________________

- B. Blanket Certificate. Recurring Business Relationship
  - Seller’s Name and Address

- C. Blanket Certificate
  - Expiration Date (maximum of four years): ________________

The purchaser completing this form hereby claims exemption from tax on the purchase of tangible personal property or services purchased from the seller named below. This claim is based upon: the purchaser’s proposed use of the property or services; OR the purchaser’s exempt status.

**SECTION 2: ITEMS COVERED BY THIS CERTIFICATE**

Check one of the following:

1. All items purchased.
2. Limited to the following items: _____________________________________________________________________________________

**SECTION 3: BASIS FOR EXEMPTION CLAIM**

Check one of the following:

1. For Lease. Purchaser will lease the property and elects to pay tax based on rental receipts. Enter sales tax license or use tax registration number: ________________
2. For Resale at Retail. Enter Sales Tax License Number: _____________________
3. Direct Pay - Authorized to pay use tax on qualified transactions directly to Michigan Treasury under account number: ________________

The following exemptions DO NOT require the purchaser to provide a number:

4. Agricultural Production. Enter percentage: ____%
5. Government Entity (U.S. or its instrumentalities, State of Michigan or its political subdivisions), Nonprofit School, Nonprofit Hospital, Church or House of Religious Worship (circle type of organization)
6. Contractor (provide Michigan Sales and Use Tax Contractor Eligibility Statement (Form 3520)).
7. For Resale at Wholesale.
8. Industrial Processing. Enter percentage: ____%
11. Rolling Stock purchased by an Interstate Motor Carrier.
12. Other (explain): _____________________________________________________________________________________

**SECTION 4: CERTIFICATION**

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Type of Business (see codes on page 2)</th>
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<tbody>
<tr>
<td>Institute of Electrical and Electronics Engineers, Inc.</td>
<td>15</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Business Address</th>
<th>City, State, ZIP Code</th>
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<tbody>
<tr>
<td>445 Hoes Lane</td>
<td>Piscataway, NJ 08854</td>
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<thead>
<tr>
<th>Business Telephone Number (include area code)</th>
<th>Name (Print or Type)</th>
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<table>
<thead>
<tr>
<th>Signature</th>
<th>Title</th>
<th>Date Signed</th>
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