



State of New York

Attached is a copy of IEEE's Exempt Organization Certification for the State of New York. To obtain exemption from sales taxes, this form must be completed and given to the vendor within 90 days after the delivery of the property sold or the services rendered. Please make copies for use and keep one as a master copy. The supplier's name and address must be entered in the upper left corner. 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.

The attached certificate **CAN NOT** be used by IEEE Sections/Councils/Chapters or Regions located in the State of New York. Those IEEE Geographic Units located in the State of New York must contact the IEEE Tax Compliance department for instructions on how to apply separately for exemption.

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

Exempt Organization Certification

This certification is not valid unless all entries have been completed.

Name of seller	NYS Vendor ID number	Name of exempt organization making purchases	
		Institute of Electrical and Electronics Engineers, Inc.	
Mailing address		Mailing address	
		Three Park Avenue, 17th Floor	
City, village or post office		City, village or post office	
		New York	
State	ZIP code	State	ZIP code
		New York	10016-5997

I certify that the organization named above holds a valid Form ST-119, *Exempt Organization Certificate*, and is exempt from state and local sales and compensating use taxes on its purchases.

Enter exempt organization number from Form ST-119

EX-206003

Signature of officer of organization	Title	Date prepared

Instructions

Seller

If all entries have been completed and an officer of the organization has signed the certification, you may accept it to exempt sales to the organization named. The exempt organization must be the direct purchaser and payer of record. Any bill, invoice or receipt you provide must show the organization as the purchaser. Payment must be from the funds of the exempt organization.

This form may not be used to claim exemption for the following:

- the purchase of motor fuel or diesel motor fuel including No. 2 heating oil (see *Purchaser* section)
- the ten-cents-per quart tax on the retail sale of lubricating oil. This tax is imposed on the retail seller and included in the price charged the purchaser.
- the special fee on paging services unless the purchaser is a volunteer fire or ambulance company that has been granted exemption from sales and use tax pursuant to section 1116(a)(4) of the tax law. To claim this exemption, the exempt voluntary fire or ambulance company must supply the paging service with this form and a letter that identifies the exempt organization and states that it is exempt from the special fee on paging devices because it is a volunteer fire or ambulance company (see Notice N-92-17 for additional information.)

The exempt organization must give you certification at the time of the organization's first purchase. A separate document is not necessary for each subsequent purchase, provided that the exempt organization's name, address, and certificate number appear on the sales slip or billing invoice. The certification is considered part of each order and remains in force unless revoked.

If a certification with all entries completed is not received within 90 days after the delivery of the property or service, you will share with the purchaser the burden of proving the sale was exempt.

You must keep this *Exempt Organization Certification* for at least three years after the date of the last exempt sale substantiated by the certification.

Purchaser

Complete this certification and give it to the seller.

You may get additional copies of Form ST-119.1 at any district tax office or by writing to the NYS Tax Department, Taxpayer Assistance Bureau, W A Harriman Campus, Albany NY 12227. This form may be reproduced without prior permission from the Tax Department.

Your exemption from New York State and local sales and use tax does not extend to officers, members or employees of the exempt organization. Personal purchases made by these individuals are subject to sales and use tax. An organization's exemption does not extend to its subordinate or affiliated units. When making purchases, subordinate units may not use the exemption number assigned to the parent organization. Such misuse may result in the revocation of the parent organization's exemption.

You may not use this form to make tax exempt purchases of motor fuel, diesel motor fuel, lubricating oil and, if you are not a volunteer fire or ambulance company, to avoid the special fee on paging devices. Since No. 2 heating oil falls within the definition of diesel motor fuel; you may not use this form to purchase it tax exempt. You must use Form FT-1020, *Exemption Certificate for Certain Taxes Imposed on Diesel Motor Fuel and Propane* or Form FT-1025, *Certificate for Exemption from Certain Taxes Imposed on Diesel Motor Fuel*, to claim exemption on heating oil.

Hospitals that have been granted an exemption from sales and use tax pursuant to section 1116(a)(4) of the Tax Law may claim exemption on the purchase of motor fuel by using Form FT-937, *Certificate of Sales Tax and Motor Fuel Tax Exemption for Qualified Hospitals*.

Substantial civil and/or criminal penalties will result from the misuse of this form.