

State of New York - Department of Taxation and Finance - Sales Tax Bureau  
 New York State and local Sales and Use Tax

**EXEMPT ORGANIZATION CERTIFICATION**

VENDOR		EXEMPT ORGANIZATION
	NAME	
	AND	
	ADDRESS	

THIS CERTIFICATION IS ACCEPTABLE IF THE PURCHASER HAS ENTERED ALL INFORMATION REQUIRED.

CERTIFICATE NUMBER  
**EX -**

THE UNDERSIGNED HEREBY CERTIFIES THAT THE ORGANIZATION NAMED ABOVE HAS RECEIVED AN EXEMPT ORGANIZATION CERTIFICATE AND IS EXEMPT FROM STATE AND LOCAL TAXES ON ALL ITS PURCHASE.

SIGNATURE OF OFFICER	TITLE	DATE

**INSTRUCTIONS FOR USE OF CERTIFICATION**

An Exempt Organization Certification (ST-119.1) must be presented to your vendor at the time the original purchase is made. For subsequent purchases from the same vendor, the exempt organization's name, address and certificate number on the sales slip or billing invoice are sufficient.

Exempt Organization Certifications should be retained by vendors for at least three years after the last date property or services were sold to the organization tax-free. The certification shall be considered part of any order given to the vendor and shall remain in force until revoked.

A supply of ST-119.1 may be obtained at any state District Office or from the main office of the Sales Tax Bureau, State Campus, Albany, New York 12226. Private reproduction of ST-119.1 may be made without prior permission from the Sales Tax Bureau.