NEW YORK STATE | Department of Taxation and Finance

March 12, 2025

Mamaroneck Union Free School District
1000 West Boston Post Rd
Mamaroneck, NY 10543

Dear Sir or Madam:

The Tax Law exempts New York State governmental entities such as your organization, Mamaroneck Union Free School District, from the payment of New York State and local sales and use taxes on their purchases. To make tax exempt purchases, a New York State governmental entity must present vendors with the entity's official purchase order or other documentation (e.g., payment voucher, contract of sale, Form AC 946, *Tax Exemption Certificate*, Form ST-129, *Exemption Certificate - Tax on occupancy of hotel rooms*, etc.) which indicates that the purchaser is a New York State governmental entity.

**Tax exemption numbers and Form ST-119.1, *Exempt Organization Exempt Purchase Certificate*, are not issued to New York State governmental entities.** If a vendor requests a tax exemption number or Form ST-119.1, *Exempt Organization Exempt Purchase Certificate*, from you, the Mamaroneck Union Free School District may give the vendor a copy of this letter. This will assure the vendor that a governmental purchase order, or other evidence that Mamaroneck Union Free School District is the purchaser, and this letter are the only documentation the vendor needs to not collect sales tax.

For additional information, please refer to Publication 843, *A Guide to Sales Tax in New York State for Exempt Organizations*, which is available on the New York State Tax Department website at www.tax.ny.gov.

New York State Department of Taxation and Finance
OTPA-Taxpayer Guidance Division
Sales Tax Exempt Organizations Unit

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