STATE OF NEW JERSEY - DIVISION OF TAXATION

EXEMPT ORGANIZATION PERMIT

THE NEW JERSEY SALES AND USE TAX ACT (N.J.S.A. 54:32B-1 et. seq.)

In accordance with applicable provisions of the New Jersey Sales and Use Tax Act, N.J.S.A. 54:32B-9, as amended, the organization whose name appears below is certified to be exempt from all sales and use taxes applicable to purchases of tangible personal property and services to be used solely and exclusively by that organization.

TRUSTEES OF GRINNELL COLLEGE
GRINNELL COLLEGE
1103 PARK STREET
GRINNELL IA 50112-0809

Permit No: EO- FID# 420-680-387/000

Date Issued 04-25-94

Gerlin A. Thompson
DIRECTOR, DIVISION OF TAXATION

ST-5A
8-92, R-1

This Permit is NOT assignable or transferable.

STATE OF NEW JERSEY

CERTIFICATE OF AUTHORITY

DIVISION OF TAXATION
TRENTON, NEW JERSEY
08646

The person, partnership or corporation named below is hereby authorized to collect:

NEW JERSEY SALES & USE TAX

pursuant to: N.J.S.A. 54:32B-1 ET SEQ.

This authorization is good **ONLY** for the named person at the location specified herein.
This authorization is null and void if any change of ownership or address is effected.

Gerlin A. Thompson
Director, Division of Taxation

TRUSTEES OF GRINNELL COLLEGE
GRINNELL COLLEGE
1103 PARK STREET
GRINNELL IA 50112-0809

Tax Registration No. 420-680-387/000
Tax Effective Date 04-25-94
Document Locator No. B0000486237
Date issued 05-18-94

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

CA-1 5/92

(See Reverse Side)

ST-5 (2 92, R-9)

State of New Jersey

DIVISION OF TAXATION

SALES AND USE TAX

To be completed by purchaser and given to and retained by vendor. Read instructions on back of this certificate.

The vendor must collect the tax on a sale of taxable property or services unless the purchaser gives him a properly completed exemption certificate.

TRUSTEES OF GRINNEL COLLEGE
GRINNELL COLLEGE
P O BOX 805
GRINNELL IA 50112-0809

EXEMPT ORGANIZATION PERMIT NUMBER

EO-FID# 420-680-387/000

DATE _____

• EXEMPT ORGANIZATION CERTIFICATE •

FORM ST-5

TO _____
(Name of Vendor)

_____
(Address of Vendor)

_____

The undersigned certifies:

That this organization holds a valid Exempt Organization Permit (number shown above) and is not subject to the New Jersey Sales and Use Tax in connection with this transaction.

That the tangible personal property or service described below which shall be purchased from you is intended solely and exclusively for this organization and is directly related to the purposes for which this organization was created.

That the tangible personal property or service to be purchased is described as follows:

_____

_____

_____

_____

_____
(Name of organization as registered with the Division of Taxation)

By _____
(Signature of Officer or Trustee of the organization)

_____
(Address of Purchaser)

Leslie A. Thompson
DIRECTOR
DIVISION OF TAXATION

This Certificate cannot be accepted if the form has been altered.

INSTRUCTIONS TO VENDORS CONCERNING ACCEPTANCE OF EXEMPT ORGANIZATION CERTIFICATES

1. Good Faith - In general, a seller or lessor who accepts an exemption certificate in "good faith" is relieved of liability for collection or payment of tax upon transactions covered by the certificate. The question of "good faith" is one of fact and depends upon a consideration of all the conditions surrounding the transaction. A vendor is presumed to be familiar with the law and the regulations pertinent to the business in which he deals.

In Order for "good faith" to be established, the following conditions must be met:

(a) The certificate must contain no statement or entry which the seller or lessor knows, or has reason to know, is false or misleading.

(b) The certificate must be an officially promulgated certificate form or a proper reproduction thereof.

(c) The certificate must be dated and executed in accordance with the published instructions, and must be complete and regular in every respect and may not be altered by the purchaser in any way.

The vendor may, therefore, accept this "good faith" Exempt Organization Certificate as a basis for exempting sales to the signatory purchaser provided that:

(d) The purchaser's Exempt Organization Permit number, indicating that the purchaser is registered with the New Jersey Division of Taxation, is entered on the face of the Certificate.

(e) The purchaser has entered all other information required on the form.

(f) The vendor has no reason to believe that the property to be purchased is of a type not ordinarily used by the purchaser for the purpose described in this Certificate.

2. Improper Certificate - Sales transactions which are not supported by properly executed exemption certificates shall be deemed to be taxable retail sales. The burden of proof that the tax was not required to be collected is upon the vendor.

Exempt Organization Certificates (ST-5) may be used only when an exempt organization is the direct purchaser **and** payer of record. Any bill, invoice or receipt given by the vendor must show the exempt organization as the purchaser. Payment must be from the funds of the exempt organization.

The exemption from sales and use tax does **not** extend to officers, members or employees of the organization. Personal purchases made by such individuals are subject to sales 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 exemption granted.

3. Correction of Certificate - In general, vendors have 60 days after date of sale to obtain a corrected certificate where the original certificate lacked material information required to be set forth in said certificate or where such information is incorrectly stated.

4. Additional Purchases by Same Purchaser - This Certificate will serve to cover additional purchases by the same purchaser of the same general type of property. However, each subsequent sales slip or purchase invoice based on this Certificate must show the purchaser's name, address and Exempt Organization Permit number for purposes of verification.

5. Retention of Certificates - Certificates must be retained by the vendor for a period of not less than three years from the date of the last sale covered by the certificate. Certificates must be in the physical possession of the vendor and available for inspection on or before the 60th day following the date of the transaction to which the certificate relates.

Rules permit exempt organizations to use Form ST-5 when purchasing meals through a restaurant or caterer and when renting rooms in hotels or motels. (N.J.A.C. 18:24-9.12) Only Certificates bearing the Director's signature will be honored.

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STATE OF NEW JERSEY, DIVISION OF TAXATION
CN-269, Trenton, N.J. 08646-0269

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