



FINANCE
NEW • YORK
THE CITY OF NEW YORK
DEPARTMENT OF FINANCE

Taxpayer Identification
 and Processing Division
 25 Elm Place, 3rd Floor
 Brooklyn, NY 11201

**EXEMPTION CERTIFICATE FOR
 GOVERNMENTAL AGENCIES**

TAX ON OCCUPANCY OF HOTEL ROOMS

Pursuant to Section 112502 (c) of Chapter 25, Title 11 of the Administrative Code

To: _____
NAME OF HOTEL, APARTMENT HOTEL OR LODGING HOUSE

ADDRESS

DATE

This is to certify that I, the undersigned, am a representative or employee of the governmental agency indicated below; that the charges for the occupancy at the above establishment on the dates set forth below have been, or will be, paid for by such governmental agency; and that such charges are incurred in the performance of my official duties as a representative or employee of such governmental agency.

DATES OF OCCUPANCY ▼

GOVERNMENTAL AGENCY

SIGNATURE OF REPRESENTATIVE

OPERATORS OF HOTELS, ETC., SHOULD NOT ACCEPT THIS CERTIFICATE UNLESS THE OFFICER OR EMPLOYEE PRESENTING IT SHOWS SATISFACTORY CREDENTIALS.

NOTE:

- ◆ **A separate exemption certificate is required for each occupancy and for each representative**
- ◆ **This exemption certificate must be presented at time of registration**
- ◆ **This form may be reproduced as needed**