

# Maine - Exemption Affidavit

**SELLER**

**BUYER**

**Important** – To satisfy sales tax exemption requirements, please send exemption documents and this affidavit form in the order below:

1. This barcoded affidavit sheet
2. A signed copy of the Exemption Certificate previously provided to your organization by the State

If sending more than one document, send separately using same order as described above.


Fax Number is

Email address is

Documents can also be mailed to the Seller address above

**NOTES** – The State of Maine issues an Certificate of Exemption to organizations that qualify for tax exemption. Because this is a State issued form, it can not be generated via the process just completed so you must provide a copy of the Exemption Certificate previously issued to your organization by the State of Maine.

## Sample Exemption Document



Maine Revenue Services  
Augusta, Maine

**PERMANENT EXEMPTION CERTIFICATE**

This Exemption Certificate  
is issued under the provisions of Title 36, Part 3 MRSA

Registration Number: \_\_\_\_\_  
Date Effective: July 9, 1987  
Date Issued: June 15, 2007

*James D. Donald*  
ACTING EXECUTIVE DIRECTOR

Form ST-2  
5072310070614

This certifies that the organization named above is a nonprofit youth organization whose primary purpose is to provide athletic instruction in a nonresidential setting. It is therefore entitled to purchase tangible personal property or taxable services that will be used exclusively by the organization for the purposes for which it is organized without payment of the Maine sales or use tax.

**Note to the Organization:** This certificate is not to be used in activities that are mainly commercial enterprises including, but not limited to, purchases of items which will be resold by the organization. A copy of this certificate with the certification completed below, must be provided to your vendors in order to purchase goods exempt from tax. It is only necessary to provide one copy to the vendor. Subsequent purchases should indicate that the purchase is exempt from tax. In order to be exempt, the sale must be billed directly to and paid for directly by the organization named on the exemption certificate. This certificate cannot be used for purchases when payments are made with cash, personal checks, or personal credit cards.

**Note to the Vendor:** This certificate must be taken in good faith from the taxpayer named above. Your good faith may be questioned if you have knowledge of facts which give rise to a reasonable inference that the purchaser is not the holder of the exemption certificate or that the merchandise is not to be used exclusively by the organization. This certificate is valid only if the following certification is completed.

**PERMANENT EXEMPTION CERTIFICATE**

I HEREBY CERTIFY: That the above exemption certificate is valid, that the tangible personal property described herein which I shall purchase from \_\_\_\_\_ will be used exclusively by the organization named above for purposes for which it is organized.

Description of property to be purchased:  
\_\_\_\_\_  
\_\_\_\_\_

Authorized Signature  
\_\_\_\_\_  
Date  
\_\_\_\_\_

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