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State of Alabama Department of Revenue

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Exempt Entities Required to Obtain Exemption Certificate

Sept. 30, 2015— Effective Jan. 1, 2016, groups and organizations which have a statutory exemption from sales, use and lodgings taxes will be required to obtain an annual certificate of exemption from the Alabama Department of Revenue.

The certificate, Form STE – 1, can be downloaded now from the department’s website at <http://revenue.alabama.gov/salestax/stexa1.pdf>. It can also be requested by calling 334-242-1490, faxing to the Exemption Unit at 334-353-7867, mailing to the Department of Revenue, Sales and Use Tax Division, Exemption Unit, P. O. Box 327710, Montgomery, AL 36132-7710, or emailing to Sales and Use Tax Division Representative Traci Sherlock at traci.sherlock@revenue.alabama.gov.

Any company or individual who fails to obtain this certificate prior to Jan. 1, 2016, or who fails to renew a certificate prior to its expiration, will no longer be allowed to make tax-exempt purchases or rent tax-exempt accommodations.

For further information regarding procedures for filing the annual informational reports and penalties for non-compliance with reporting requirements, contact Traci Sherlock at 334-353-9680 or the email provided above.

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