

**TAX EXEMPT AFFIDAVIT FORM
TOWN OF WINTER PARK**



Organization Name	<input style="width: 100%;" type="text"/>			
Street Address	<input style="width: 100%;" type="text"/>			
City	<input style="width: 150px;" type="text"/>	State	<input style="width: 50px;" type="text"/>	Zip Code <input style="width: 100px;" type="text"/>
Phone Number	<input style="width: 150px;" type="text"/>	Email	<input style="width: 200px;" type="text"/>	

Exemption Number	<input style="width: 150px;" type="text"/>	Date of Exempt Sale	<input style="width: 100px;" type="text"/>
Winter Park Business Where Exemption is Requested	<input style="width: 200px;" type="text"/>	Number in Party	<input style="width: 50px;" type="text"/>

Basis of Exemption: ☐ Charitable ☐ Governmental ☐ Religious ☐ Non-Profit

☐ Other - Please Explain

Please check the box or boxes that apply to this purchase.

ALL OF THE FOLLOWING STATEMENTS MUST APPLY FOR THE PURCHASE TO QUALIFY FOR A TAX EXEMPTION

☐ This purchase is included under and is part of providing the regular religious or charitable functions of the organization, or is purchase in a governmental capacity.

☐ This transaction is billed directly to the organization and payment is made directly from organization fund

a. This includes purchases made using a credit card issued to the organization or government and paid directly by the organization or government.

b. Purchases by individuals do NOT qualify for exemption even though the individual will be reimburses by the organization or government.

☐ The participants in this event have not and will not be reimburse the organizaiton or government in any way for this event such as by the purchase of a ticket, payment of a fee, or by donation.

PLEASE NOTE: The rental of Skis or other recreational equipment is always taxable.

The undersigned declares and affirms, under penalty of perjury, that the above statements are in fact true and the purchases made by the said organization are exempt from taxation by the Town of Winter Park.

Signature	<input style="width: 100%;" type="text"/>	DATE	<input style="width: 100%;" type="text"/>
Name & Title	<input style="width: 100%;" type="text"/>	PHONE	<input style="width: 100%;" type="text"/>

Vendor Instructions:

It is your responsibility to ensure that these forms are fully completed and returned to you accompanied by a copy of the organization's certificate of exemption. This form should be retained by you for a period of 3 years. Do NOT submit this form to the Town of Winter Park, unless requested.