



# *Township of Egg Harbor*

3515 BARGAINTOWN ROAD, EGG HARBOR TOWNSHIP, NJ 08234-8321

[www.ehtgov.org](http://www.ehtgov.org)

November 14, 2016

Dear Purchasing Officer and Vendors:

The Township of Egg Harbor is a political subdivision of the State of New Jersey and is exempt from sales and use taxes, pursuant to Section 9 (a)(1) of the New Jersey Sales and Use Tax Act (N.J.S.A. 54:32B-1 et.seq.) An exempt organization certificate or number is not required for the Township of Egg Harbor to make tax exempt purchases. Our official letterhead or official purchase order signed by a qualified officer is sufficient proof that we are exempt from paying sales tax. Payment must be made by government check or voucher. Our Federal Identification number is 21 6000547/000.

Federal agencies, New Jersey state agencies and municipal agencies making purchases in the amount of one hundred fifty dollars (\$150) or less from imprest funds may use the Exempt Use Certificate (Form ST-4) to be relieved of making such purchases by government check or voucher. The Exempt Use Certificate must be signed by a qualified officer of the agency. In the block marked "Purchaser's Certificate of Authority Number" on the Exempt Use Certificate, the words "Government Agency" should be inserted. In the block provided for the exempting citation, the indicia "9(a)" should be written. The name and position of the person dealing with the vendor must be given at the bottom of the certificate. We are enclosing a copy of the Exempt Use Certificate for your convenience.

If you should have any questions concerning our tax exempt status, do not hesitate to contact me at 609.926,2657.

Sincerely,

Jennifer McIver

Chief Financial Officer

ST-4 (05-12, R-15)

State of New Jersey  
DIVISION OF TAXATION

SALES TAX

FORM ST-4

ELIGIBLE NONREGISTERED  
PURCHASER: SEE INSTRUCTIONS \*\*

PURCHASER'S NEW JERSEY  
TAXPAYER REGISTRATION NUMBER\*

EXEMPT USE CERTIFICATE

To be completed by purchaser and given to and retained by seller.  
Please read and comply with the instructions given on both sides of this certificate.

TO \_\_\_\_\_ Date \_\_\_\_\_  
(Name of Seller)  
\_\_\_\_\_  
Address City State Zip

The undersigned certifies that there is no requirement to pay the New Jersey Sales and/or Use Tax on the purchase or purchases covered by this Certificate because the tangible personal property or services purchased will be used for an exempt purpose under the Sales & Use Tax Act.

The tangible personal property or services will be used for the following exempt purpose\*:

The exemption on the sale of the tangible personal property or services to be used for the above described exempt purpose is provided in subsection N.J.S.A. 54:32B-21-6000547 (See reverse side for listing for principal exempt uses of tangible personal property or services and fill in the block with proper subsection citation).

I, the undersigned purchaser, have read and complied with the instructions and rules promulgated pursuant to the New Jersey Sales and Use Tax Act with respect to the use of the Exempt Use Certificate, and it is my belief that the seller named herein is not required to collect the sales or use tax on the transaction or transactions covered by this Certificate. The undersigned purchaser hereby swears under the penalties for perjury and false swearing that all of the information shown in this Certificate is true.

Township of Egg Harbor  
NAME OF PURCHASER\* (as registered with the New Jersey Division of Taxation)

3515 Bergenilton Road Egg Harbor Township, NJ 08234  
(Address of Purchaser)\*

Government Agency  
TYPE OF BUSINESS\*

By [Signature]  
(Signature of owner, partner, officer of corporation, etc.)\* (Title)

\*Required

MAY BE REPRODUCED  
(Front & Back Required)