

# United States Department of the Interior



U.S. GEOLOGICAL SURVEY  
South Atlantic Water Science Center  
3916 Sunset Ridge Road  
Raleigh, NC 27607  
Phone: (919) 571-4000  
Fax: (919) 571-4041

## STATE OF NORTH CAROLINA

### LODGING TAX EXEMPTION

To: \_\_\_\_\_  
(Hotel Name)

\_\_\_\_\_  
(Address)

This is to certify that I, the undersigned, am a representative or employee of the Governmental agency listed below; that the charges for the occupancy at the above establishment on the dates set forth have been, or will be, paid for by the 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.

\_\_\_\_\_  
Date of Occupancy

\_\_\_\_\_  
Name: \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_  
Governmental Agency: \_\_\_\_\_ Address \_\_\_\_\_

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

Section 37-1(D) of the North Carolina Department of Revenue, Sales and Use Tax Technical Bulletin, Section 37-1(D) (c) dated 02/01/2007 states that centrally billed charges are billed directly to and paid directly by the Federal Government and are exempt from the general rate of State tax and any applicable local sales and use tax. The account numbering structure for the tax exempt travel cards is as follows:

Prefix 1 <sup>st</sup> Four Digits	Sixth Digit	Credit Card	Cards Issued By	Billing Type
4486, 4716 & 5568	0, 6, 7, 8, or 9	Visa and MasterCard	Citibank, J. P. Morgan Chase, Bank of America, and U.S. Bank	Centrally Billed

**NOTE:** A separate exemption certificate is required for each occupancy and for each representative.

**This exemption certificate must be presented at the time of registration**