Comptroller of Maryland
Revenue Administration Division
P.O. Box 2998-SUTEC
Annapolis, Maryland 21404-2998

The attached card is your organization’s new exemption certificate which is valid upon receipt and effective until the expiration date designated on its face. Please read Tax Tip #6 at www.marylandtaxes.com and the instructions on the back of the card for the proper use of the exemption certificate. If you have any questions regarding the use of this card, please call the Taxpayer Service Section at (410) 260-7980, toll free 1-800-638-2937, or e-mail at taxhelp@comp.state.md.us.

This exemption certificate authorizes the organization listed on the face of this card to purchase tax-free tangible personal property and services which will be used in carrying out its work. This certificate is not transferable and may not be used to make exempt purchases of items used primarily to conduct an unrelated trade or business or items for the personal use of officials, members or employees of the organization. Misuse of this certificate shall be cause for revocation and possible legal action.

Notice to vendors: The name and certificate number of the organization must be entered on your record of each sale. If you have any questions regarding the use of this certificate, please contact the Taxpayer Service Section at (410) 260-7980, or toll-free 1-800-638-2937, or e-mail at taxhelp@comp.state.md.us.