



**Financial Services**  
 Sales Tax Division  
 215 North Mason Street, 2<sup>nd</sup> Floor  
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 Fort Collins, CO 80522  
**970.221.6780**  
 970.221.6782 - fax  
[fcgov.com/salestax](http://fcgov.com/salestax)

### Affidavit of Non-Taxable Sale to Tax-Exempt Organization

The undersigned declares, under penalties of perjury, that the tangible personal property or taxable service purchased without payment of otherwise applicable Fort Collins tax(es) from

Vendor Name:
Vendor Address:

is to be paid from the tax-exempt organization's funds and that said organization has not and will not receive any reimbursement through either direct payment, collection or "donation" from any person(s) for the use of consumption of said tangible personal property or service.

Signature	Title
Name of Tax-Exempt Organization	
State Sales Tax Exemption Number:	Date
City of Fort Collins Sales Tax Exemption Number:	

This form is to be used to support exempt sales made to charitable organizations as defined by the City of Fort Collins Municipal Code. A City of Fort Collins exemption number must be provided in order to qualify for exemption.