



# Contractor Exempt Purchase Certificate

## New York State and Local Sales and Use Tax

To be used **only** by contractors who are registered with the Tax Department for sales tax purposes.

Valid for purchases on or after September 1, 2000

**To vendors:**  
 You must collect tax on any sale of taxable property or services unless the contractor gives you a properly completed exemption certificate not later than 90 days after the property is sold or service is rendered. In addition, you must keep the certificate for at least three years, as explained in the instructions.

**To contractors and vendors.** Read the instructions on pages 3 and 4 carefully before completing or accepting this certificate.

Name of vendor			Name of purchasing contractor		
Street address			Street address		
City	State	ZIP code	City	State	ZIP code

**1** I have been issued a New York State Certificate of Authority, \_\_\_\_\_, to collect  
(enter your sales tax vendor identification number)

New York State and local sales and use tax, and this certificate has not expired or been suspended or revoked.

**2** The tangible personal property or service being purchased will be used on the following project:

\_\_\_\_\_ located at \_\_\_\_\_

for and with \_\_\_\_\_

pursuant to prime contract dated \_\_\_\_\_

**3** These purchases are exempt from sales and use tax because:

*(Check appropriate box; for further explanation, see items a through k in instructions.)*

- a.** The tangible personal property is to be used in the above project to create a building or structure or to improve real property or to maintain, service, or repair a building, structure, or real property, owned by an organization exempt under section 1116(a) of the Tax Law. (For example, *New York State government entities, United States governmental entities, United Nations and any international organization of which the United States is a member, certain posts or organizations of past or present members of the armed forces, and certain nonprofit organizations and Indian nations or tribes that have received New York State sales tax exempt organization status*). The tangible personal property will become an integral component part of such building, structure, or real property.
- b.** The tangible personal property is production machinery and equipment, and it will be incorporated into real property.
- c.** The tangible personal property will be used:
  - in an Internet data center, or
  - directly and predominantly in connection with telecommunications services for sale or Internet access services for sale (including upgrading cable television systems to allow for these services), or
  - directly and predominantly to upgrade cable television systems to provide digital cable television services for sale, or
  - directly and predominantly by a television or radio broadcaster in connection with producing or transmitting live or recorded programs.
- d.** The tangible personal property, including production machinery and equipment, is for installation in the above project and will remain tangible personal property after installation.
- e.** The tangible personal property will be used predominantly either in farm production or in a commercial horse boarding operation, or in both.
- f.** The tangible personal property qualifies as alternative fuel vehicle refueling property.
- g.** The services are for the project described in line 2 above and will be resold. (This includes trash removal services in connection with repair services to real property.)
- h.** The trash removal service being performed for the above project is in connection with a capital improvement to the real property of an organization exempt under section 1116(a) of the Tax Law.
- i.** The services are to install qualifying alternative fuel vehicle refueling property.
- j.** The services are to install, maintain, service, or repair tangible personal property used: in an Internet data center, for telecommunication or Internet access services, or for radio or television broadcast production or transmission.
- k.** The services are to install, maintain, service, or repair tangible personal property that will be used predominantly either in farm production or in a commercial horse boarding operation, or in both.

**Caution:** Contractors may not use this certificate to purchase services exempt unless the services are resold to customers in connection with a project. Construction equipment, tools, and supplies which are purchased or rented for use in completing a project but which do not become part of the finished project may not be purchased exempt from tax through the use of this certificate.

I certify that the above statements are true and complete, and I make these statements with the knowledge that willfully issuing a false or fraudulent certificate, with the intent to evade tax is a misdemeanor under section 1817(m) of the New York State Tax Law and Section 210.45 of the Penal Law, punishable by a fine of up to \$10,000 for an individual or \$20,000 for a corporation. I also understand that the Tax Department is authorized to investigate the validity of exemptions claimed or the accuracy of any information entered on this form.

Type or print name and title of owner, partner, etc. of purchasing contractor	
Signature of owner, partner, etc.	Date prepared

**Substantial penalties will result from misuse of this certificate.**



## Instructions

Only a contractor who has a valid *Certificate of Authority* issued by the Tax Department may use this exemption certificate. The contractor must present a properly completed certificate to the vendor to purchase tangible personal property, or to a subcontractor to purchase services tax exempt. This certificate is not valid unless all entries have been completed.

The contractor may use this certificate to claim an exemption from sales or use tax on tangible personal property or services that will be used in the manner specified in items **a** through **k** below. The contractor may not use this certificate to purchase tangible personal property or services tax exempt on the basis that Form ST-124, *Certificate of Capital Improvement*, has been furnished by the project owner to the contractor. The contractor must use a separate Form ST-120.1, *Contractor Exempt Purchase Certificate*, for each project.

Purchase orders showing an exemption from the sales or use tax based on this certificate must contain the address of the project where the property will be used, as well as the name and address of the project owners (see page 1 of this form). Invoices and sales or delivery slips must also contain this information (name and address of the project for which the exempt purchases will be used or where the exempt services will be rendered, as shown on page 1 of this form).

### Use of the certificate

This certificate may be used by a contractor to claim exemption from tax only on purchases of **tangible personal property** that is:

- a. Incorporated into real property under the terms of a contract entered into with an exempt organization that has furnished the contractor with a copy of Form ST-119.1, *Exempt Organization Certification*, governmental purchase order, or voucher.
- b. Incorporated into real property and is production machinery or equipment for which the customer has given the contractor Form ST-121, *Exempt Use Certificate*.
- c. Used in one of the following situations:
  - Machinery, equipment, and other tangible personal property related to providing Web site services for sale to be installed in an internet data center. (Examples of qualifying machinery, equipment and tangible personal property include: computer system hardware, pre-written software, storage racks for computers, property relating to building systems designed for an internet data center such as interior fiber optic and copper cable, property necessary to maintain the proper temperature and environment such as air filtration and air conditioning, property related to fire control, power generators, protective barriers, property which when installed will constitute raised flooring, and property related to providing security to the center.) The customer must furnish the contractor a completed Form ST-121.5, *Exempt Use Certificate for Operators of Internet Data Centers (Web Hosting)*.
  - Tangible personal property used directly and predominantly in the receiving, initiating, amplifying, processing, transmitting, re-transmitting, switching, or monitoring of telecommunications services, or Internet access service for sale. This includes such property used to upgrade cable television systems to allow for such receiving, etc. of such services.
  - Machinery, equipment, and apparatus (including parts, tools, and supplies used in connection with such machinery, equipment, and apparatus) used directly and predominantly

to upgrade cable television systems so they are capable of providing digital cable television service for sale. (This exemption expires September 1, 2003.)

- Machinery, equipment, and other tangible personal property (including parts, tools and supplies) used by a television or radio broadcaster directly and predominantly in the production and post-production of live or recorded programs used by a broadcaster predominantly for broadcasting by the broadcaster either over-the-air or for transmission through a cable television or direct broadcast satellite system. (Examples of exempt machinery and equipment include: cameras, lights, sets, costumes, and sound equipment.) This exemption also includes machinery, equipment, and other tangible personal property used by a broadcaster directly and predominantly to transmit live or recorded programs. (Examples of exempt machinery and equipment include: amplifiers, transmitters, and antennas.)
- d. Installed or placed in the project in such a way that it remains tangible personal property after installation. The contractor must collect tax from its customer when selling such tangible personal property or related services to the customer unless the customer gives the contractor an appropriate and properly completed exemption certificate.
  - e. Tangible personal property that is used predominantly (more than 50%) either in farm production or in a commercial horse boarding operation, or in both, for which the customer has provided the contractor a completed ST-125, *Farmer's and Commercial Horse Boarding Operator's Exemption Certificate*. The exemption is allowed on tangible personal property whether or not the property is incorporated into a building or structure.
  - f. Alternative fuel vehicle refueling property which is used predominantly for: (1) the storage or dispensing of alcohol, natural gas, propane, or hydrogen into the fuel tank of an alternative fuel vehicle, but only if the storage or dispensing of the fuel is at the point where such fuel is delivered into the fuel tank of such a vehicle; or (2) the recharging of an electric vehicle, but only if the property is located at the point where such vehicle is recharged. The property must be subject to an allowance for depreciation and its original use must begin with the purchaser.

This certificate may also be used by a contractor to claim exemption from tax on the following **services**:

- g. Installing tangible personal property, including production machinery and equipment, which does not become a part of the real property upon installation.
  - Repairing real property, when the services are for the project named on the front of this form and will be resold.
  - Trash removal services rendered in connection with repair services to real property, if the trash removal services will be resold.
  - Note: Purchases of services for resale can occur between prime contractors and subcontractors or between two subcontractors. The retail seller of the services, generally the prime contractor, must charge and collect tax on the contract price, unless the project owner gives the retail seller of the service a properly completed exemption certificate.

- h. Trash removal services purchased by a contractor and rendered in connection with a capital improvement to an exempt organization's property.
- i. Installing qualified alternative fuel vehicle refueling property (described in **f.** above).
- j. Installing, maintaining, servicing, or repairing tangible personal property used for Web hosting, telecommunication or Internet access services, or by a broadcaster (described in **c.** above).
- k. Installing, maintaining, servicing, or repairing tangible personal property that will be used predominantly either in farm production or in a commercial horse boarding operation, or in both (described in **e.** above).

## To the purchaser

### Warning for misuse of this form

Any person who intentionally issues a false exemption certificate to evade sales and compensating use tax may be assessed for the tax evaded, and will be subject to a penalty of 100% of the tax due and a penalty of \$50 for each such certificate issued. The purchaser will also be guilty of a misdemeanor punishable by a fine not to exceed \$10,000 (\$20,000 for a corporation). Other penalties may also apply.

In addition, your *Certificate of Authority*, allowing you to make certain tax-free purchases, may be revoked, prohibiting you from conducting any business in New York State for which a *Certificate of Authority* is required.

## To the vendor

Do not accept this certificate unless all entries have been completed. The contractor must give you a properly completed exemption certificate **no later than 90 days after delivery** of the property or service; otherwise, the sale will be deemed to have been taxable at the time the transaction took place. When a certificate is received after the 90 days, both the seller (vendor) and contractor assume the burden of proving that the sale was exempt, and both may have to provide additional substantiation.

Your failure to collect sales or use tax, as a result of accepting an improperly completed exemption certificate or receiving the certificate more than 90 days after the sale, will make you personally liable for the tax plus any penalty and interest charges due.

**You must keep this exemption certificate for at least three years** after the due date of the last return to which it relates, or after the date when the return was filed, if later. You must also maintain a method of associating an exempt sale made to a particular customer with the exemption certificate you have on file for that customer.

**Caution:** You will be subject to additional penalties if you sell tangible personal property or services subject to tax, or purchase or sell tangible personal property for resale, without possessing a valid *Certificate of Authority*. In addition to the criminal penalties imposed under the New York State Tax Law, you will be subject to a penalty of up to \$500 for the first day on which such a sale or purchase is made, plus up to \$200 for each subsequent day on which such a sale or purchase is made, up to the maximum allowed.



### Need help?

**Telephone assistance** is available from 8:30 a.m. to 4:25 p.m. (eastern time), Monday through Friday.

Tax information: 1 800 972-1233

Forms and publications: 1 800 462-8100

From outside the U.S. and outside Canada: (518) 485-6800

Fax-on-demand forms: 1 800 748-3676

Internet access: <http://www.tax.state.ny.us>

Hearing and speech impaired (telecommunications device for the deaf (TDD) callers only): 1 800 634-2110 (8:30 a.m. to 4:25 p.m., eastern time)



**Persons with disabilities:** In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, please call 1 800 225-5829.



**If you need to write,** address your letter to: NYS Tax Department, Taxpayer Assistance Bureau, W A Harriman Campus, Albany NY 12227.