



# MAINE REVENUE SERVICES SALES, FUEL & SPECIAL TAX DIVISION EXEMPTION APPLICATION

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## INCORPORATED NONPROFIT MONASTERY OR CONVENT

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Name of Corporation \_\_\_\_\_  
Name of Monastery or Convent \_\_\_\_\_  
*Physical Location* \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_

***The statute reads, "Monasteries and convents. Sales of tangible personal property to incorporated nonprofit monasteries and convents for use in their operation and maintenance. For the purpose of this subsection, "monasteries" and "convents" means the dwelling places of communities of religious persons".***

*Is the monastery or convent incorporated* Yes \_\_\_ No \_\_\_

*Has the monastery or convent received 501(c) nonprofit status from the IRS?* Yes \_\_\_ No \_\_\_

IN ORDER TO PROCESS THE APPLICATION THE FOLLOWING **MUST** BE INCLUDED

1. Copy of the Articles of Incorporation, as well as a copy of the Constitution and/or By-law
2. Copy of the IRS determination letter indicating 501(c) nonprofit status

**Note:** All information contained on this application is subject to **VERIFICATION** by Maine Revenue Services. Maine Revenue Services may request additional information or documentation necessary to determine eligibility.

I hereby certify that \_\_\_\_\_ is an incorporated non-profit monastery or convent. I therefore request that a sales/use tax exemption certificate be issued to the above organization pursuant to Title 36 MRSA §1760 (65).

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Tel:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Fed ID#** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date Facility Opened:** \_\_\_\_\_

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