

Business Office/Accounts Payable
(660) 785-4158
(660) 785-7520



McClain Hall 105
100 East Normal
Kirksville, MO 63501-4221

MISSOURI SALES AND USE TAX EXEMPTION CERTIFICATE

TO: Service Provider

This is to certify that _____ is a Truman State University employee traveling on University business, is entitled to reimbursement, in conformity with University travel regulations, for such expenses from the University, and is therefore exempt from payment of Missouri Sales and Use taxes, including local tax, on meals and lodging under Chapter 144, RSMO. Truman State University's sales tax exemption number is **10001824**.

Please include the name of Truman State University with the billing/invoice and retain a copy of this memo to substantiate that the sale was tax exempt.

Supervisor/Department

Date

Date(s) of Travel: _____