



To: UNC Charlotte

From: Marlo Hardiman, Assistant Controller – Tax & Payroll

Date: January 3, 2025

Re: Sales and Use Tax Exemption – Harris Teeter

Harris Teeter has an internal sales tax exemption form that must be completed in order for UNC Charlotte purchases to be exempt from sales tax. Certain information must be provided on this form to ensure that our local Harris Teeter complies with their headquarters’ requirements. Failure to complete this form correctly leads to fines for our local stores.

Date:	Enter the date of purchase
Name:	Enter your name
Signature:	Sign <i>your name</i>
Business Name:	Enter UNC Charlotte
Registration #:	Enter 400019
Purchase Description:	Enter at least three specific items purchased (e.g. bread, milk, cheese). Do not enter a description of the event, but the actual goods purchased. For example, instead of writing “supplies for camping trip”, please write “ marshmallows, chocolate bars, graham crackers ”.
Registration on File:	Enter Yes
Expiration Date:	Enter N/A . Our sales tax exemption does not expire.
Total Amount:	Enter total amount of your purchase not including sales tax.

Controller’s Office
Tax Office

Reese Building
9201 University City Blvd
Charlotte, NC 28223

An Equal Opportunity/
Affirmative Action Employer



(704) 687-5742
taxoffice@uncc.edu

E-595E Streamlined Sales and Use Tax Certificate of Exemption

Do not send this form to the Streamlined Sales Tax Governing Board or the NC Department of Revenue. Send the completed form to the seller and keep a copy for your records. This is a multi-state form for use in the states listed. Not all states allow all exemptions listed on this form. The purchaser is responsible for ensuring it is eligible for the exemption in the state it is claiming the tax exemption from. Check with the state for exemption information and requirements. The purchaser is liable for any tax and interest, and possible civil and criminal penalties imposed by the state, if the purchaser is not eligible to claim this exemption.

1 Check if this certificate is for a single purchase. Enter the related invoice/purchase order # _____

2 A. Purchaser's name
UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE

B. Business address City State Country Zip code
9201 UNIVERSITY CITY BOULEVARD CHARLOTTE NC USA 28223

C. Name of seller from whom you are purchasing, leasing, or renting
HARRIS TEETER

D. Seller's address City State Country Zip code
701 CRESTDALE RD MATTHEWS NC USA 28105

- 3 Purchaser's type of business.** Check the number that describes your business.
- | | |
|--|---|
| <input type="checkbox"/> 01 Accommodation and food services | <input type="checkbox"/> 11 Transportation and warehousing |
| <input type="checkbox"/> 02 Agricultural, forestry, fishing, and hunting | <input type="checkbox"/> 12 Utilities |
| <input type="checkbox"/> 03 Construction | <input type="checkbox"/> 13 Wholesale trade |
| <input type="checkbox"/> 04 Finance and insurance | <input type="checkbox"/> 14 Business services |
| <input type="checkbox"/> 05 Information, publishing, and communications | <input type="checkbox"/> 15 Professional services |
| <input type="checkbox"/> 06 Manufacturing | <input checked="" type="checkbox"/> 16 Education and health-care services |
| <input type="checkbox"/> 07 Mining | <input type="checkbox"/> 17 Nonprofit organization |
| <input type="checkbox"/> 08 Real estate | <input checked="" type="checkbox"/> 18 Government |
| <input type="checkbox"/> 09 Rental and leasing | <input type="checkbox"/> 19 Not a business |
| <input type="checkbox"/> 10 Retail trade | <input type="checkbox"/> 20 Other (explain) _____ |

- 4 Reason for exemption.** Check the letter that identifies the reason for the exemption.
- | | |
|---|--|
| <input type="checkbox"/> A Federal government (department) _____ | <input type="checkbox"/> H Agricultural production # _____ |
| <input checked="" type="checkbox"/> B State government (name) NC | <input type="checkbox"/> I Industrial production/manufacturing # _____ |
| <input type="checkbox"/> C Tribal government (name) _____ | <input type="checkbox"/> J Direct pay permit # _____ |
| <input type="checkbox"/> D Foreign diplomat # _____ | <input type="checkbox"/> K Direct mail # _____ |
| <input type="checkbox"/> E _____ | <input type="checkbox"/> L Other (explain) _____ |
| <input type="checkbox"/> F _____ | |
| <input type="checkbox"/> G Resale # _____ | |

5 Identification (ID) number. Enter the ID number as required in the instructions for each state in which you are claiming an exemption. If claiming multiple exemption reasons, enter the letters identifying each reason as listed in Section 4 for each state.

ID Number	State/Country	Reason	ID Number	State/Country	Reason
AR _____	_____	_____	NV _____	_____	_____
GA _____	_____	_____	OH _____	_____	_____
IA _____	_____	_____	OK _____	_____	_____
IN _____	_____	_____	RI _____	_____	_____
KS _____	_____	_____	SD _____	_____	_____
KY _____	_____	_____	TN _____	_____	_____
MI _____	_____	_____	UT _____	_____	_____
MN _____	_____	_____	VT _____	_____	_____
NC 400019	NC	B	WA _____	_____	_____
ND _____	_____	_____	WI _____	_____	_____
NE _____	_____	_____	WV _____	_____	_____
NJ _____	_____	_____	WY _____	_____	_____

6 Sign and Date. I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Signature of authorized purchaser 	Print name here MARLO HARDIMAN	Title TAX MGR	Date 01-07-25
Phone number (704) 687-1919	E-mail address TAXOFFICE@CHARLOTTE.EDU		