

**PENNSYLVANIA**

**SALES TAX**

**EXEMPTION REQUEST**

## **LOCAL CHURCH SALES TAX EXEMPTION**

To apply for a Pennsylvania Sales Tax Exempt Number for your local church, the Conference Center, 724-776-2300, and speak with:

Jervais, ext. 235 or

Sally, ext. 245

You will need to have the following information when you call:

Church Name

Church Mailing Address

Church Federal EIN Number

**DO NOT CALL THE STATE DIRECTLY!** This will slow the process because they will have to call us to obtain a letter stating that your church is a part of our Annual Conference.