



# Exemption Permit Application

## For Use of Credit or Debit Cards by Sales Tax Exempt Entities

FORM  
**13CCE**

Nebraska ID Number (if applicable)

NAME AND LOCATION ADDRESS			NAME AND MAILING ADDRESS		
Name			Name		
Legal Name					
Street Address			Street or Other Mailing Address		
City	State	Zip Code	City	State	Zip Code

**CREDIT OR DEBIT CARD INFORMATION**

1 Name and address of bank issuing the credit or debit card.

2 Provide only the last four digits and expiration date of the card. (A separate application is required for each credit or debit card.)

Last four digits of the card: \_\_\_\_\_ Expiration date of the card: \_\_\_\_\_

**DOCUMENTATION REQUIRED**

3 Attach all of the following:

- Copy of the billing statement containing purchases made by this cardholder;  
Note: Redact/blackout all but the last four digits of every credit or debit card number shown on each billing statement submitted with this application.
- Copy of the front side only of the credit or debit card; and  
Note: Redact/blackout all but the last four digits of every credit or debit card number shown on each billing statement submitted with this application.  
Do not submit a copy of the back of the credit or debit card.
- Copy of a payment made to the issuing bank.

**ADDITIONAL BILLING INFORMATION**

4 Will any person other than the sales tax exempt governmental entity or sales tax exempt organization be billed by the issuer of the card for any purchases made using the credit or debit cards identified on this application?

YES     NO    If Yes, please explain \_\_\_\_\_

Under penalties of law, I declare that I have examined this application, and to the best of my knowledge and belief, it is correct and complete.

**sign  
here** ▶

\_\_\_\_\_  
Signature of Owner, Partner, Member, Corporate Officer, or Other Person      Date      Phone Number  
Authorized by Attached Power of Attorney

\_\_\_\_\_  
Title      Email Address

### Instructions

**Who May File This Application.** Any sales tax exempt governmental entity or sales tax exempt organization, other than the federal government and its agencies, that uses credit or debit cards **which are directly billed to the exempt entity or organization** to pay for its purchases of property, services, and lodging can file this application.

**Purpose of Application.** Upon approval of this Application, the Nebraska Department of Revenue will issue an exemption permit that can be used in conjunction with a [Nebraska Resale or Exempt Sale Certificate, Form 13](#), and the credit or debit card identified on this application to purchase property, services, and lodging exempt from sales, use, and lodging taxes. This exemption permit will confirm that any purchases made using the identified credit or debit card will be directly billed and paid for by the sales tax exempt governmental entity or sales tax exempt organization.

**Important:** If more than one credit or debit card has been issued to the sales tax exempt governmental entity or sales tax exempt organization, a separate application is required for each card issued. The name on the card must match the name on this application. The exempt entity or organization is responsible for applying for a new exemption permit upon the expiration date of the current card.

Mail this application to: **Nebraska Department of Revenue, PO Box 94818, Lincoln, NE 68509-4818.**

**www.revenue.ne.gov, 800-742-7474 (NE and IA), 402-471-5729**