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## **Tips for Completing the Pennsylvania & Ohio Exemption Certificates**

Both Pennsylvania and Ohio, where we have nexus, require us to obtain tax exempt certificates for customers who maintain a tax exempt status.

If you are shipping into PA and/or OH, you will need to complete a Tax Exemption Certificate for our files.

### **Pennsylvania Tax Exemption Certificate**

1. Check the box for STATE AND LOCAL SALES AND USE TAX.
2. Check the box for PENNSYLVANIA TAX BLANKET EXEMPTION CERTIFICATE.
3. Our company is: Lake Erie Systems & Services, Inc.  
5321 Buffalo Road  
Erie, PA 16510
4. If you have a PA sales tax license, check box #3 and complete it with your license number in the space provided.  
If you do not have a PA sales tax license, check box #7. Fill it out stating that you do not have nexus, or a presence, in the state of Pennsylvania.  
(e.g., "Pennsylvania, no Pennsylvania tax license required.")
5. To complete the PA form, please enter your company name, sign the form, enter your EIN number, today's date and company address.

### **Ohio Tax Exemption Certificate**

1. Our company is: Lake Erie Systems & Services, Inc.
2. Indicate the reason below, for claiming exemption or exception, in the box on the form.  
(e.g., "Tangible personal property to be resold in the form received.")
3. To complete the form, please enter your company name, type of business, address, signature and your title, today's date and your vendor license number information.

**Email the completed form(s) to [sales@lkerie.com](mailto:sales@lkerie.com) or fax them to 814-899-1384. We appreciate your assistance.**