

Illinois Department of Revenue
101 West Jefferson Street
Springfield, Illinois 62708

INFORMATIONAL BULLETIN FY86-44

TO: Registered Retailers and Hotel Operators

SUBJECT: Sales Tax Exemptions for Foreign Diplomatic and Consular
Personnel

This bulletin applies to your business if you make sales to the accredited diplomatic and consular personnel of foreign governments.

Effective February 15, 1986, the United States Government will take over the administration of the sales tax exemptions afforded to accredited foreign diplomatic and consular personnel. The tax exemption cards which have been issued to these personnel by the Illinois Department of Revenue will become invalid. Beginning February 15, persons claiming exemption from sales taxes (including hotel room taxes in some cases) under provisions of the United States treaties relating to diplomatic rights will have to produce individual identification cards issued by the United States Department of State to establish their eligibility for such exemptions.

As a retailer or hotel operator, you should give exemptions only to persons who are able to produce the new U.S. Department of State identification cards. Sales to these persons are exempt from tax to the extent stated on the card. When you make an exempt sale, please be sure to retain a copy of the new exemption number in your records. You will report these sales on your tax return in the same manner as before.

Please note that, with one exception, the cards DO allow the bearer to an exemption from tax on personal as well as official purchases. However, cards are not transferable and, in particular, may not be used by spouses. (Eligible spouses will be issued separate cards by the State Department.) Note, also, that the number of valid exemption cards will be reduced. You should not assume that a previously exempted diplomat has been issued a new card.

Please read the enclosed flyer for a description of the color-coded cards and the various levels of exemption that will be available under the new Tax Exemption Program.

If you have any questions regarding the Tax Exemption Program or the eligibility of a diplomatic or consular officer, please call or write the Office of Foreign Missions at the U.S. Department of State. The address and telephone number are printed at the top of this bulletin.

If you have questions about the Illinois sales tax, please call or write the Illinois Department of Revenue. In Illinois, call toll-free 1 800 732-8866. Elsewhere call our Springfield office at 1 217 782-3336. Or, if you prefer, you may write Illinois Department of Revenue, P.O.

Box 4098, Springfield, Illinois 62708.

Hotel operators may not charge hotel tax to accredited diplomats, but they must report the tax on their returns. For answers to Illinois hotel tax questions, please call 1 217 785-2626, or write Illinois Department of Revenue, P.O. Box 4005, Springfield, Illinois 62708.

J. Thomas Johnson
Director of Revenue

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