

October 5, 2018

Troy Gaerke
TBD HD, LLC
987 Buckeye Park Road
Columbus, OH 43207

RE: TBD HD, LLC Sales Tax Exemption Forms

Dear Troy:

The Tioga County IDA voted in favor of TBD HD, LLC's PILOT application on October 3, 2018.

Enclosed for your review and use is the ST-123 Form, IDA Agent or Project Operator Exempt Purchase Certificate for the TBD HD, LLC project. The ST-123 Form must be completed by the purchaser and given to the seller for the sales tax exemption to be in effect. Please return a copy of each of the executed ST-123's for my files.

Also enclosed is the ST-60 Form, which needs to be completed by the purchaser (agent, subagent, contractor and/or subcontractor) when purchasing goods or services that will be exempt from sales tax for the project. Once the ST-60 Form is completed, please either mail or email to my attention. I will have a TCIDA officer sign the document, and then send it to the NYS Tax Department.

I've included instructions on how to complete the forms for your use. Please provide this information to the general contractor who is handling the project, or make sure the forms are distributed to each agent, subagent, contractor and/or subcontractor that will be providing goods and services for the project.

Please send monthly procurement reports to the IDA, which indicates the amount of sales tax exemption utilized for goods and services. This may be supplied via excel spreadsheet by mail or electronically.

If you have any questions I can be reached at (607) 687-8259 or by email at myersb@co.tioga.ny.us.

Sincerely,

Bryant R. Myers
Tioga County Industrial Development Agency
Enclosures