



February 14, 2024

Nick Miller, Chief Operating Officer  
State Accounting Enterprise  
Department of Administrative Services  
Hoover State Office Building  
Des Moines, IA 50319

Dear Mr. Miller:

I am providing this letter to verify that all sales of tangible personal property, specified digital products, and services to the State of Iowa used for public purposes are exempt from the state sales and use taxes under Iowa Code section 423.3(31). This exemption is also granted to governmental subdivisions of the state, including, but not limited to the following:

- The State Board of Regents.
- The Department of Health and Human Services.
- The Department of Transportation.
- Regional Transit Systems as defined in Iowa Code section 324A.1.
- Soil and water conservation districts.
- All other divisions, boards, commissions, agencies, or instrumentalities of the State.

If a state agency is dealing with a construction contract, then the provisions of a “designated exempt entity” must be used. These construction contracts must be entered into using the “designated exempt entity” system maintained by the Iowa Department of Revenue. For more information, see <https://tax.iowa.gov/construction-contracts-designated-exempt-entities>.

The Iowa Department of Revenue does not issue or assign tax exemption numbers to entities or organizations that are exempted from paying the state sales or use tax. However, you may reproduce this letter in support of your sales and use tax exemption. If a vendor will not accept this letter, you may ask them to contact Taxpayer Services at (515) 281-3114 to answer any questions they might have.

Please let me know if I can be of further assistance.

Sincerely,

Nick Behlke  
Policy Director  
(515) 336-9025  
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