January 4, 2016

To Whom It May Concern:

Southeastern Oklahoma State University is an agency (subdivision) of the State of Oklahoma, and is a state college as defined in Internal Revenue Code Section 511(a)(2)(B). The University’s tax exemption is derived from Internal Revenue Code Section 115(a).

Please be advised that effective January 1, 2016 our Federal Identification Number has changed to **37-1785782** and our new tax exemption number is **EXM-14389113-02**. An updated W-9 and tax exemption permit can be found online at [www.SE.edu/dept/purchasing](http://www.SE.edu/dept/purchasing). Please update your records to reflect this change.

If you have any questions, you may contact my office at 580-745-2132.

Sincerely,

[Signature]

Dana Bell
Purchasing Agent/P-Card Administrator