

	<b>MUNICIPALITY OF ANCHORAGE</b>	
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**AMC 12.20 Room Tax  
INFORMATIONAL #15  
 University of Alaska**

**Revised: May 6, 2019**

The University of Alaska has a contract with JPMorgan Chase to be the sole provider of official University of Alaska credit cards to its employees for payment of travel expenses while on official business. The contract is valid through July 31, 2020. These official credit cards are a “corporate” type of Mastercard, with payment on accounts being the sole obligation of the University of Alaska. Each official University of Alaska credit card (see sample below) can be easily identified by uniform coloration and design, including the following standard features:

- Mastercard logo in the lower right corner.
- “University of Alaska” printed in the upper left corner.
- “J.P. Morgan” printed in the upper right corner.
- “Corporate” designation prominently on the left.
- “Tax Exempt” printed under the cardholder’s name.
- University employee name is embossed on the face of the card.
- **All card account numbers began with 5567-08.**

These official University of Alaska “corporate” credit cards are considered by the Municipality to constitute a direct payment from the State in accordance with Anchorage Municipal Code (AMC) 12.20.022. Once authorization is received by the Operator for room rent charges to the official University Mastercard, the room rental transaction is exempt from the Municipality’s Room Tax.



Please note that University of Alaska employee usage of personal credit cards, personal checks, or cash to satisfy room rent due to an Operator does not constitute a direct payment made by the State to the Operator and the room tax must be collected. AMC 12.20.022.B. clarifies that a State employee’s right of reimbursement from the University of Alaska (the entity entitled to the exemption) does not constitute a direct payment from the State.

**Expiration Date: This Informational #15 is valid until July 31, 2020.**

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For more information, visit our website at: [www.muni.org/treasury](http://www.muni.org/treasury) and click the “Room Tax” link, or contact:

Enforcement Officers: Level II (907) 343-6964, 6757, or 6676    Level I (907) 343-6686, 6634, or 6967

Supervisor (907) 343-6965