

**To:** Association Member Federal Credit Union

**From:** Janelle Mullen  
VP, Member Engagement

**Date:** May 2024

**Subject:** **Cooperative Credit Union Association  
APEX 2024**  
October 16-18, 2024  
Mohegan Sun  
1 Mohegan Sun Boulevard  
Uncasville, CT 06382  
**Federal Credit Union Tax Exemption**

This memo is to further clarify what a federal credit union must do to qualify for the tax exemption from state and local taxes assessed on hotel room charges at Mohegan Sun. To qualify for the tax exemption the federal credit union must do the following:

1. The “**Letter of Exemption**” issued by NCUA **must be filled out in the upper left-hand corner** with the name of the federal credit union, the credit union charter number and the current date. (Copy enclosed). **It is most important that the charter number be filled in.**
2. **Each individual** from the federal credit union, attending the Cooperative Credit Union Association’s APEX 2024, must be given a copy of the “Letter of Exemption.”
3. The “Letter of Exemption” must be presented with an individual’s reservation at check-in to Mohegan Sun.
4. At check-in, each individual must provide Mohegan Sun with identification and a **letter on credit union letterhead** indicating that the individual is representing a federal credit union. (Sample letter enclosed)
5. Mohegan Sun prefers that payment of an individual’s account be made by a federal credit union issued credit card which is billed directly to the federal credit union or a federal credit union issued check drawn directly on the account of the federal credit union.

**Note: Personal checks, personal share drafts or personal credit cards will not be accepted.**

If you have any questions please contact Janelle Mullen, VP, Member Engagement, at the Association, 1-800-842-1242 or [info@ccua.org](mailto:info@ccua.org).

**(REPRODUCE ON FEDERAL CREDIT UNION LETTERHEAD)**

(Date)

Mohegan Sun  
1 Mohegan Sun Boulevard  
Uncasville, CT 06382

Please be advised that \_\_\_\_\_  
is attending the Cooperative Credit Union Association APEX 2024 as a representative of

\_\_\_\_\_ Federal Credit Union,

Charter number \_\_\_\_\_.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

CU Position: \_\_\_\_\_

Date: \_\_\_\_\_