

APPLICATION FOR TAX EXEMPT STATUS FOR REAL PROPERTY

Properties purchased after January 1st will remain taxable for the duration of the year. For properties owned on January 1st, the exemption will apply for the whole year if the use of the property on January 1st is determined to be tax exempt. All questions must be completely answered for processing of form. File a separate application for each parcel of property on which exemption is requested.

Organization Name	NAME IN WHICH PROPERTY IS TITLED
PROPERTY LOCATION	MAILING ADDRESS
PARCEL IDENTIFICATION #	CITY, STATE, ZIP CODE

Documents Required: Income/Expense Statement for last three years
IRS Status letter and/or IRS Form 990
Articles of Incorporation and Bylaws [if Charity or Other]
Any other documentation, which shows the exempt use of the property

1. Type of organization or property (check one or more):

- A) Religious Worship
B) School or college
C) Charity
D) Other _____
(Type of organization)

2. Was the property used for the purpose(s) stated in Question No. 1 on January 1 of this year?
 Yes No if no, what date did use begin? _____

3. What is the purpose of your organization? _____

4. Briefly state the actual physical uses of this parcel: _____

5. Is any portion of the building or property leased or rented on a part-time or full-time basis?
 Yes No If yes, please complete the information below:

A) Name of renter or lessee (individual, business or government agency):

B) Type of use (office, preschool, store, farmland, etc.) _____

C) Area leased (square feet of building or acres of land, etc.) _____

D) Monthly rent: \$ _____

E) Term of lease and use restrictions: _____

F) Do the tenants have the option to purchase the leased property?

6. State the present value of the land and improvements:

Land \$ _____ Improvements \$ _____ Total \$ _____

7. What portion of the property is vacant or excess land? _____

8. If Benevolent Corporation or Nonprofit Corporation was granted, give Charter No. _____

9. If you checked that you are a Religious Worship, School or college, or Charity, please answer the following:

A. Is your organization non-profit? _____ Yes _____ No

B. Is the property used regularly and exclusively for the purpose of the organization?
_____ Yes _____ No

C. Does your organization qualify for income tax status under Section 501C3 of the Internal Revenue Code? _____ Yes _____ No

If yes, state your exempt number: _____

10. If you checked School or college, by who are you licensed or accredited?

11. If you checked Religious Worship, state the denomination and address of the central offices, diocese, synod, etc. _____

14. If you checked Charity, state the following:

A. Who benefits from the work of your organization? _____

B. What benefits are provided to recipients? _____

C. Are benefits limited to a certain group, and if so, to whom? _____

D. Are benefits excluded from any group on the basis of race, religion, age, sex, geographic boundary or ethnic background? _____ Yes _____ No

E. Are benefits provided free for those who cannot afford them? _____ Yes _____ No

15. State any other factor, which you believe, should be considered in determining whether this parcel is exempt. _____
