

Charitable Nonprofit Housing Property Exemption Application Checklist

Applicant Name: _____

Housing Type (Circle one):

Housing Eligible for a Three Year Exemption:

Single family dwelling

Duplex

Multi-unit building
with four or fewer units

Housing Eligible for a Five Year Exemption:

Residential building lot

INFORMATION NEEDED FOR ALL APPLICATIONS:

- Completed Department of Treasury application Form 5241, certified by the Company Officer.
 - Narrative containing a thorough description of the rehabilitation or construction and intended use of the property.
- Articles of Incorporation for the Charitable Nonprofit Organization
 - The primary purpose is the construction or renovation of residential housing for conveyance to a low income person.
- A copy of the deed or other documentation showing that the charitable nonprofit housing organization owns the subject property.
- If the property was exempt prior to December 31, 2014, a copy of the resolution approving the exemption.

COMMENTS:
