



CITY OF AUBURN

113 E. Elm Street Auburn, MI 48611

Office: (989) 662-6761

APPLICATION FOR EXEMPTION OF REAL AND/OR PERSONAL PROPERTY TAXES

INSTRUCTIONS TO THE APPLICANT:

1. To be eligible for exemption, the property must have been owned and occupied by the applicant on December 31 of the year preceding the assessment for which exemption is sought.
 2. Application for exemption must be filed no later than the second Monday in March. All of this application must be completed.
 3. Please notify the Assessor's Office immediately of the sale or lease of this or any other property belonging to your organization which is now exempt.
 4. If you need additional space to respond to any of these questions, please attach your response indicating which question(s) it pertains to.
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Our policies are set by State of Michigan law and court decisions, and not by the Township. This criteria will be used to determine your tax status. For information on the Michigan Tax Tribunal statutory provisions visit: www.michigan.gov/taxtrib

The undersigned organization requests exemption of the following real and/or personal property located in the Charter Township of Monitor, beginning with the assessment year _____

Address _____

Permanent Parcel Number(s): _____

1. Name of organization claiming exemption of real and/or personal property.

2. Name of organization or individual owning the real and/or personal property.

3. Please indicate under what state statute you are claiming to be exempt from taxation.

_____ Elderly or Handicapped Housing owned by certain nonprofit organizations (Tax to be paid by State of Michigan 211.7d).

_____ Property owned by, or being acquired pursuant to, an installment purchase agreement by a county, township, city, village, or school district used for public purposes (211.7m).

- _____ Property owned by certain nonprofit cultural or educational organizations (211.7n).
- _____ Property of nonprofit charitable institutions (211.7o).
- _____ Homes for the aged or chronically ill owned by religious, fraternal, secret societies, or nonprofit corporations (211.7o).
- _____ Memorial homes or posts owned by any veteran's association (211.7p).
- _____ Property owned by youth organizations (211.7g).
- _____ Clinic, hospital, or public health property (211.7r).
- _____ Houses of public worship or parsonages (211.7s).
- _____ Burial Grounds, Rights of Burial, Tombs and Monuments (211.7t).
- _____ Property of Certain Corporations (paying specific tax) and Railroads (211.7v).
- _____ Property of Agricultural Society Used Primarily for Fair Purposes (211.7w).
- _____ Parks, Monument Ground or Armory, Property Leased by Nonprofit Corporation to State (211.7x).
- _____ Landing Area, for which a fee was paid (211.7y).
- _____ School, property for which is leased, loaned, or otherwise available to a school district, community college, or other state supported educational or nonprofit institution. (211.7z).
- _____ Municipal Water Authority (211.7aa).
- _____ Property Held and Sold by Land Bank Fast Track Authority (211.7gg).
- _____ Qualified Start-Up Business (211.7hh).
- _____ Property Used by Innovations Center in Certified Tech Park (211.7ii).
- _____ Federally Qualified Health Center (211.7jj).
- _____ Retail Store of Charitable Nonprofit Housing Organization (211.7mm).
- _____ Low Grade Iron Ore Property (211.7oo).
- _____ Mineral and Open Mine (211.7pp).
- _____ Mineral Producing Property (211.7qq).
- _____ Act Inapplicable to Nonprofit Railway (211.7uu).
- _____ Nonferrous Metallic Minerals (211.781).
- _____ Water Pollution Control Facilities (324.3701).

- _____ Air Pollution Control Facilities (324.5901).
- _____ Assessment of Certain Public Utilities, see
PA 282 OF 1905 MCL 207.1-207.21 (207.1).
- _____ Revised Statutes of 1846, tax upon railroad, canal, and
turnpike corporations (207.407).
- _____ Michigan Next Energy Authority Act (207.821).
- _____ Federal Property, see AM PA 142 of 1980 (211.7 FP).
- _____ Indian Gaming (211.7 IG).
- _____ Allotted Indian Lands Held In Trust, see bulletin 25 of 2017, Lands owned by
Indian Tribes. (211.7 IL).
- _____ State Property. Public property belonging to the state, except licensed
homestead lands, part-paid lands held under certificates, and lands
purchased at tax sales, and still held by the state. (211.7 I).
- _____ Other (please specify) _____

4. Please describe all uses made of the property last year. Use additional sheets if
necessary.

5. Please state when the property was first used.

6. When first occupied, what was the nature of the use?

7. Did that use change significantly at any time?
_____ Yes _____ No
8. Please list any other property you now own or occupy which will no longer be used for a tax-
exempt purpose.
9. Did any other individual or organization use the property?
_____ Yes _____ No
- a. If yes, please provide name, address, and phone number of the individual or
organization.
- b. What use did they make of the property? _____
- c. Was a fee charged? _____ Yes _____ No
If yes, please describe.
10. What is the date that the organization claiming the exemption acquired the property?

11. What was the purchase price? _____

12. Please furnish the name, address, and phone number of a representative of the organization mentioned in Answer #1 who can be contacted for further information.

Name _____

Relationship for Organization _____

Address _____

City/State/Zip _____

Phone Number _____

13. Please list the names, addresses, and phone numbers of all current officers and members of the Board of Directors.

14. Please state the dates of the two prior board meetings and who attended.

15. How many officers, directors, and employees does the organization employ that receive salaries?

16. Please indicate all sources of funding for your organization and the percentage each source contributes to the total.

a. Does your organization solicit any funds from the general public over the phone?

_____ Yes _____ No

17. If you are seeking an exemption as a charitable, benevolent, educational, public health, or youth organization ...

a. Please describe the exact type of services that you provide.

b. Please describe the population or group that you serve.

c. Please describe how the recipients of your services are selected.

- d. Do you discriminate on the basis of color, race, sex, religion, creed, age, national origin, or marital status in providing your services?

_____ Yes _____ No

If yes, please explain.

- e. Do you charge a fee for your services?

_____ Yes _____ No

If yes, please explain how the fees are determined.

- f. Please attach a copy of your policy as to who is eligible to receive your services and on what terms.

IMPORTANT – Please sign this application on the line provided and return it to our office with the following documents of the organization:

1. Copy of Articles of Incorporation and applicable Assumed Names
2. Copy of By-Laws and Constitution if these items exist.
3. Copy of instrument by which property was acquired (Warranty Deed, Quit Claim Deed, Land Contract, or Bill of Sale) Evidence of Ownership.
4. Copy of any pamphlet, other information, or literature describing the functions of the organization and Internal Revenue Service Code 501(c)(3) status.
5. Copy of the previous years of Federal Income Tax filings including 990 forms

CERTIFICATION: I hereby certify the preceding statements are true and correct. I acknowledge that the organization will be required to complete this application upon the request of the Township Assessor or every (5) years to ensure continued eligibility. I also understand that if the status of eligibility of tax exemption changes, I am required to notify the Township Assessor immediately.

Applicant's Name

Applicant's Signature

Title

FOR OFFICE USE ONLY

_____ MEETS LEGAL REQUIREMENTS EXEMPTION QUALIFIES UNDER SECTION _____

_____ EXEMPTION DENIED - DOES NOT MEET LEGAL REQUIREMENTS

REASON: _____

ASSESSOR

DATE