

APPLICATION FOR EXEMPTION

TO THE APPLICANT: Present this application along with copies of documents listed on the back of this form. Property must be owned by and used for the stated exempt purpose as of December 31, Tax Day. Application must be received by the Assessor's Office prior to the final adjournment of the local Board of Review for that year.

TO THE ASSESSOR:

We request an exemption of property, located in the City of Bay City. We own the property and are using it for (Check one):

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Religious | <input type="checkbox"/> Benevolent |
| <input type="checkbox"/> Charitable | <input type="checkbox"/> Memorial Home |
| <input type="checkbox"/> Scientific | <input type="checkbox"/> Library |
| <input type="checkbox"/> Educational | <input type="checkbox"/> Other _____ |

purposes of our organization.

NAME OF ORGANIZATION: _____

ADDRESS OF PROPERTY: _____

PARCEL NO. 09- _____ - _____ - _____ - _____ - _____

LEGAL DESCRIPTION: _____

DATE OF ACQUISITION: _____ / _____ / _____

- PRICE: _____
- AMT OF DOWN PAYMENT: _____
- INTEREST RATE: _____
- MONTHLY PAYMENT: _____
- BASED ON _____ MONTHS AMORTIZATION (_____) BALLOONS:

CONVEYED BY: (Check one)

- WD
- LC
- OTHER _____ ON ____/____/____ LIBER _____ PAGE _____
- BUYER: _____ SELLER: _____

OCCUPANT(S) OF ABOVE ADDRESS: _____

APPLICANTS WRITTEN RATIONALE FOR EXEMPTION OF THIS PROPERTY (attach a separate piece of paper, if necessary)

ALL PROPERTY USES: _____

DO YOU RENT OR LEASE ANY PART OF THIS PROPERTY? _____

IF YES, EXPLAIN: _____

THE ABOVE IS, TO THE BEST OF MY KNOWLEDGE AND JUDGEMENT, A TRUE AND CORRECT STATEMENT OF FACTS CONCERNING THE ABOVE DESCRIBED PROPERTY.

THIS APPLICATION IS FOR EXEMPTION BEGINNING: ASSESSMENT YEAR 20_____.

SIGNED: _____ DATE: _____

PRINT/TYPE TITLE AND NAME: _____

ADDRESS: _____ PHONE: _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20_____.

_____ MY COMMISSION EXPIRES ON _____

ASSESSOR OR NOTARY PUBLIC

EXEMPTION DOCUMENTS REQUESTED

Processing this exemption request application is facilitated by your providing copies of the following documents:

- I. Articles of Incorporation and all amendments, which should include the following information:
 - A. Names of Directors of the Corporation.
 - B. Profit or Non-profit status.
 - C. Stated Purpose of Corporation.
 - D. State Issuing Corporate Charter.
 - E. Assumed Name(s), if applicable along with name of governmental agency assumed name is recorded with.
 - F. Annual Non-Profit Corporation report or for organizations other than corporations, most recent balance sheet.

- II. Exemption applicant entity's "By Laws" and "Constitution", if these items exist.

- III. Evidence of ownership of (or interest in) subject property.
 - A. Transfer instrument to applicant; typically, Warranty Deed or Land Contract.
 - B. Lease.

- IV. Governmental approval/certification to operate for stated purpose.
 - A. IRS exemption determination for assessment years in question.
 - B. Michigan exemption determination for above years.
 - C. State/County license, if any.
 - D. City approval form.
 1. Permits
 2. License
 3. Other
 - E. License from Attorney General to solicit or receive contributions, (pursuant to MCL 400.271; MSA 3.240).

- V. Budget
 - A. Operation of charitable, educational, religious organization.
 - B. Operation of real estate and/or personal property for which exemption is being applied.

- VI. Inclusive list of all (salaries, fees, payments, rent, repayments of loans and etc ...) transfers, current or deferred, from applicant to directors, officers, consultants, agents, and/or employees of applicant.

- VII. List of all clients served that are in any way related to: any director, officers, consultant, agent and/or employees of applicant. Please include an explanation of any above relationships.