



**CITY OF DETROIT**  
**OFFICE OF THE CHIEF FINANCIAL OFFICER – ASSESSORS**  
**Application for Real Property Tax Exemption**

Date of application: \_\_\_\_\_  
Parcel number (Property tax ID): \_\_\_\_\_  
Tax year for which exemption is being sought: \_\_\_\_\_  
Name of organization: \_\_\_\_\_  
Property address: \_\_\_\_\_  
Mailing address (if different than property address): \_\_\_\_\_  
\_\_\_\_\_

Please check the purpose for this exemption:

- Religious
- Charitable
- Scientific
- Educational
- Other

If other checked, please explain: \_\_\_\_\_  
\_\_\_\_\_

Is this organization currently incorporated as a non-profit? Yes  No   
How is this property currently being utilized? \_\_\_\_\_  
\_\_\_\_\_

Please enclose the following documents with this application:

- |                              |                         |
|------------------------------|-------------------------|
| 1. Articles of Incorporation | 2. By-Laws              |
| 3. Proof of Ownership        | 4. IRS Exemption Status |

The information provided is a true and correct statement of the facts concerning the above described property.

An officer of the entity seeking Property Tax Exemption Status or the authorized agent must complete the following:

Name (Print): \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**For Office Use Only:**

Date of Field Visit: \_\_\_\_\_ Staff Assigned: \_\_\_\_\_  
Staff Recommendation: (attached notes) Approve  Deny   
Board of Assessors: \_\_\_\_\_ Approve  Deny   
Name (print): \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**DISCLAIMER:** A request for property tax exemption based on religious, charitable, educational, or scientific grounds must be filed with the City of Detroit, Office of the Assessor, by April 30th to be considered for the current year. Any application received after that date will be considered for the following year.

A denial or non-action by the City of Detroit, Office of the Assessor, must be appealed to the Michigan Tax Tribunal by May 31<sup>st</sup> of the current year. Any appeals received after that date will not be considered.