



Office of the Chief Financial Officer - Assessors

Religious and Charitable Application for Real Property Tax Exemption

Date of Application:	Parcel Number:
Organization Name:	
Property Address:	

Please state the purpose for this exemption: _____

If other, please explain:				
Is this organization currently incorporated as a non-profit?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
How is this property currently being utilized?				

The following documents must be provided at the time of application or the application will not be considered:

Articles of Incorporation	By-Laws	Proof of Ownership	IRS Exemption Status	BSEED Certificate of Compliance
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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	_____ Signature
_____ Title	_____ Date Signed
_____ Email Address	_____ Phone Number



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DISCLAIMERS – Review and initial the following:

	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 <u>before the close of the current March Board of Review</u> . Any application received after that date will be considered for the following year. For information on the March Board of Review:
	To qualify for property tax exemption based on religious, charitable, educational, or scientific purposes, the property must be in use at the time of application.
	A denial by the City of Detroit, Office of the Assessor must be appealed to the Michigan Tax Tribunal 35 days after the date on the denial letter.
	I acknowledge that <u>if</u> this parcel currently has delinquent taxes, that those are <u>my obligation to pay</u> . Wayne County Treasurer has been contacted by my organization to resolve this matter at the time this application has been submitted.
	I acknowledge that there are no blight tickets currently on this property at the time of this application.
	I acknowledge that inspection fees, delinquent water fees, and any other special assessments are <u>not</u> tax exempt and are <u>required to be paid</u> at the time of application.
	I acknowledge that <u>any</u> required building permits are current on the property at the time of application and will remain current. This includes proper signage displaying the organizations name.
	I acknowledge that the property tax exemption application submitted after the close of the March Board of Review, if granted, will be made <u>effective the following tax year</u> .
	I acknowledge that the mailing address for this property is current with the Office of the Assessor and if the mailing address changes, my organization will submit a written change of address request notice to the Office of the Assessor within 30 days.
	I acknowledge that if there are <u>any</u> changes to beneficial use of the property, my organization will contact the Office of the Assessor within 30 days. This includes if there is a change in ownership or a change in use of the exempted parcel.
	I acknowledge that if a completed application is submitted, that I will receive a decision letter in the mail to the property mailing address on file with the Office of the Assessor.
	The Office of the Assessor has the right to audit all exempt properties status. As a result, organizations may periodically be requested to provide additional information to support the exempt status. <u>Failure to provide additional requested documentation when requested may jeopardize the continuation of the exemption.</u>