

STATE OF OHIO
APPLICATION FOR REAL PROPERTY
TAX EXEMPTION AND REMISSION
 (Ohio Revised Code Sections 5713.08, 5713.081)

OFFICE USE ONLY
County Name
County Application Number
DTE Application Number

Date Received by
County Auditor

General Instructions

- Submit three (3) copies of this application to the county auditor's office in the county where the property is located. (Make a copy for your own records.) Applications should not be filed until the year following acquisition of the property. In most cases, applications will be denied if filed in the year the property is acquired. The final deadline for filing with the county auditor is December 31 of the year for which exemption is sought. If you need assistance in completing this form, contact your county auditor.**

- Both the County Auditor's Finding and the Treasurer's Certificate on page 4 of this application must be completed. Ask your county auditor for the procedure to follow to obtain the Treasurer's Certificate.**

- Answer all parts of all questions on the form. If the answer to a question is "No," fill in the word "NO." If you need more room for any question, use additional sheets of paper to explain details. Please indicate which question each additional sheet is answering.**

- Obtain a copy of the property record card from the county auditor and enclose it with this application.**

Date Received by
DTE

PLEASE TYPE OR PRINT CLEARLY.

Application is hereby made to have the following described property removed from the tax list and duplicate and placed on the tax exempt list for the current tax year _____, and to have the taxes and penalties thereon remitted for these preceding tax years: _____.

Applicant Name				
	Name			
Notices concerning this application should be sent to:				
	Name (If different than Applicant)			
	Address			
	City	State	Zip	Phone Number

1. Parcel Number(s): a) _____
 (If more than 5, continue on an additional sheet of paper.) b) _____
All parcels must be in the same School District. c) _____
 d) _____
 e) _____

2. School District where Located: _____

3. Total Size of Parcel(s): Less than One Acre One Acre or More Number of Acres:

4. Street Address or Location of Property _____

5. Title to this property is in the name of: _____
6. If the title holder is different from the applicant please explain: _____

7. Title holder is (check one): a nonprofit corporation an unincorporated association/organization
 an individual other _____
8. Exact date title was acquired: _____ 9. Title was acquired from: _____
 Please attach copy of the deed.
10. Does the Applicant have a lease or land contract for this property? yes no
 If yes, please attach a copy.
11. Amount paid by title holder for the property: \$ _____
12. Exact date the exempt use began: _____
13. Under what section(s) of the Ohio Revised Code is exemption sought?
 O.R.C. _____ O.R.C. _____ O.R.C. _____
14. How is this property now being used? (Do not give conclusions such as charitable purpose, public worship, or public purpose. Be specific about what is being done on the property and who uses it.) If the property is not currently being used, but there is an intent to use it later for an exempt purpose, describe the intended use and the date set for the intended use.

15. During the years in question, was any part of this property (check one):
- a) Leased or rented to anyone else? yes no
 If yes, please attach copy of lease agreement.
- b) Used for the operation of any business? yes no
- c) Used for agricultural purposes? yes no
- d) Used to produce any income other than donations? yes no

NOTE: If the answer to any part of question 15 is "Yes," enclose all details on a separate sheet of paper. If money is received, submit profit and loss statements, income and expense data, balance sheets, or any other financial statements.

16. Is anyone living or residing on any part of this property? yes no
 If yes, answer the following:
- a) The person's name and position: _____
- b) The resident's duties in connection with this property: _____

- c) The rent paid, or other financial arrangements: _____

17. Is anyone using this property other than the applicant? yes no
 If yes, please enclose a complete, detailed explanation.

18. Does the applicant own property in this county which is already exempt from taxation? yes no

19. Property used for **Charitable Purposes**.

If exemption is claimed for property used exclusively for **charitable purposes**, the applicant must show that it is a charitable institution. If the applicant has not previously received exemption as a charitable institution, it must provide Articles of Incorporation, Constitution or By-Laws, IRS Determination Letter, and any other similar relevant information.

20. Property used for **Senior Citizens' Residences**.

If the purpose of the property is to provide a place of **residence for senior citizens**, submit all information required by section 5701.13 of the Ohio Revised Code.

The Tax Equalization Division may set a hearing on this application. If there is a hearing, the applicant must present a witness who can accurately describe the use of the property in question. At least ten (10) days' notice will be given to the applicant concerning the time and place of any hearing.

I declare under penalty of perjury that I have examined this application and, to the best of my knowledge and belief, it is true, correct, and complete.

Applicant or Representative _____
signature

print name and title

address

city *state* *zip*

phone number (include area code)

Date _____, _____ Year

