

**APPLICATION FOR EXEMPTION
FROM
ERIE COUNTY REAL PROPERTY TAXES**
*Erie County Board of Assessment Appeals
 Assessment Bureau
 Erie County Court House
 140 West Sixth Street, Room 104
 Erie, Pennsylvania 16501-1097*

Office Use Only
_____ - _____ I.D. Received By: _____

NOTICE: This application must be accompanied by a non-refundable Filing Fee (make checks payable to County of Erie) for processing before it is considered a valid Exemption Application, per County Council Ordinance No. 157-2007. The filing fee is \$50.00 per parcel, or where several parcels comprise a property as a whole, \$50.00 for the main parcel plus \$10.00 for each additional parcel that comprises the whole.

1. County Index Number: I.D. _____ Map _____ Block _____ Parcel _____
2. Location of Property _____
3. Name of Owner _____ Phone Number _____
4. Name of Applicant _____ Phone Number _____
5. Correspondence should be mailed to: Name _____ (Please Print) Phone Number _____

_____ Address _____ City _____ State _____ Zip Code _____

6. Property Description: Lot Size _____ Building Size _____
7. Date of Permit _____ Permit Number _____ Proposed Completion Date _____
 (Copy of Building Permit must be attached.)

Single Family Unit _____ Multi Family Unit _____ Intended Purpose: Resale _____ Rental _____
 Builder must give written notice to the Assessment Office when building is sold, occupied, rented or leased, and/or submit copies of all leases if applicable. If multi-unit rental, please give written notice to the Assessment Office as each unit is occupied.

NOTE: **Builders Exemptions** No additional information is required. Please sign and return.

8. Describe Use of Building _____

 Describe Use of Land (including any parking lots) _____

9. State the reason why you believe this property, or a part thereof, should be exempt.

10. Receipts and Disbursements: (Note: Churches need not complete Item 10)
 - A) Attach list of source and amounts of receipts for your preceding fiscal year.
 - B) Attach list of the recipient and amount of disbursements for the same period.

-See Reverse Side-

11. Attach a copy of your Charter. (If none, then attach copy of the by-laws.)

12. Are any of your funds used or distributed for any monetary gain or profit to the members? Yes No
Or for any purpose other than those set forth herein? _____
13. Is any portion of the property not used by the applicant? Yes No
If so, briefly describe the unused portion _____
14. If the applicant is a church, describe any portion of the property not actually used in worship services. (For example: parking lots, minister's residence, or vacant land.) _____
15. Is the property, or any part thereof used at any time for any other than the purposes set forth herein?
Yes No If so, describe such use _____
16. Is any part of the property used for recreation of the members? Yes No
If so, describe the portion so used and the extent of the recreational use. _____
17. Is any portion of the property occupied, rented or leased to anyone other than the applicant? Yes No
If so, please describe particulars and provide copies of the signed leases or agreements.

18. Attach **two (2) copies** of any supplementary information you wish the Board to consider as part of your application. ***Please provide a copy of your State Sales & Use Tax Certificate if you are applying for Exemption as a non-profit 501(c)3 organization.***
19. In what manner does this institution (a) advance a charitable purpose; (b) donate or render gratuitously a substantial portion of its services; (c) benefit a substantial and indefinite class of persons who are legitimate subjects of charity; (d) relieve the government of some of its burden; and (e) operate entirely free from the profit motive? (Please attach appropriate documentation in support of these statements.)

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I certify that the above statements are true to the best of my knowledge.

<p>Please Complete and Return to: Erie County Board of Appeals Erie County Court House 140 West Sixth St., Room 104 Erie PA 16501-1097</p>

_____	_____
Signature	Date
_____	_____
Signature	Date