

**OTC
988**

Revised 3-2018

**State of Oklahoma
APPLICATION FOR AD VALOREM TAX EXEMPTION
FOR CHARITABLE AND NON PROFIT ENTITIES**
_____ County

**Tax Year
2018**

EXEMPTION: All property of any charitable institution organized or chartered under the laws of this state as a nonprofit or charitable institution, provided the net income from such property is used exclusively within this state for charitable purposes and no part of such income inures to the benefit of any private stockholder, including property which is not leased or rented to any other than a governmental body, a charitable institution or a member of the general public who is authorized to be a tenant in property owned by a charitable institution under Section 501 (c) (3) of the Internal Revenue Code, or property used exclusively and directly for charitable purposes. Complete text, Ref. Title 68 O.S. 2887(8)(9).

ATTACH A COPY OF ALL DOCUMENTS WHICH SUPPORT THIS APPLICATION FOR EXEMPTION.
(Example: articles of incorporation, bylaws, resolutions, income-expense statements, rent rolls, deeds, contracts, leases, etc.)
Must provide a copy of IRS Section 501(c)(3) and your filing with Oklahoma Secretary of State.

REAL PROPERTY OWNERSHIP: PLEASE PRINT OR TYPE

Owner of Record: _____

Physical Address: _____

Contact Name: _____ Title: _____

Contact Phone Number: _____ Email Address: _____

Mailing Address: _____

Legal Description: _____

Record of Deed: Date: _____ Document Number: _____ (or) Book/Page: _____

Charitable Use: _____

Is this application for a partial exemption? Yes No

If **yes**, estimate the following: Exemption Sq. Ft. _____ Percent of Total Sq. Ft. _____

NAME OF CHARITABLE ORGANIZATION:

Name: _____

Contact Name: _____

Contact Phone Number: _____ Email Address: _____

Mailing Address: _____

Does this Charitable Organization have personal property?..... Yes No
(If **Yes**, attach a list of personal property being claimed for exemption.)

Is all property on the attached list owned by the organization?..... Yes No
(If **No**, explain: _____)

REAL PROPERTY USAGE: (Answered by Real Property Owner)

1. Describe the exact usage of the real property being claimed exempt:

2. Explain exact usage of all income from the real property being claimed exempt:

3. Does the entity applying for the exemption operate without profit or private advantage to its owners and the officials in charge?

REAL PROPERTY OWNER AFFIDAVIT:

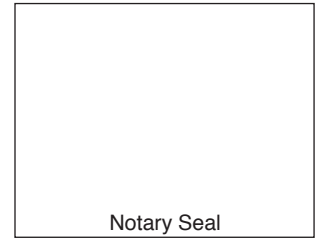
I, _____ being duly sworn, upon oath, under penalty of perjury do hereby depose and say that I am (Title) _____, of _____ organization; that as such I am acquainted with the books, accounts, and affairs of said organization and know the foregoing statements to be true, correct and complete, and that all information requested herein has been fully and correctly given (68 O.S. § 2945 provides penalties for false oaths).

Signature: _____

Subscribed and sworn to before me this _____ day of _____, _____.

My commission expires: _____, _____.

_____, Notary Public



PERSONAL PROPERTY USAGE: (Answered by Charitable Organization)

1. Does the Internal Revenue Service recognize this organization as a tax-exempt? Yes No
If **Yes**, attach a copy of letter from the Internal Revenue Service.

2. Is the organization chartered under the laws of the State of Oklahoma as a nonprofit organization? Yes No
If **Yes**, attach a copy of the articles of incorporation and bylaws.

3. Does organization register annually with the Oklahoma Secretary of State's Office? Yes No
If **Yes**, attach a copy of registration.

4. Does the entity applying for the exemption operate without profit or private advantage to its owners and the officials in charge? Yes No

5. Do the patrons of the facility applying for the exemption receive the same services and treatment irrespective of their ability to pay? Yes No

6. Are the same charges made to all patrons regardless of ability to pay? Yes No

7. Property used exclusively as? Charitable Nonprofit

8. What provisions, if any, have been made to dispose of surplus assets of the organization?

9. Describe the exact usage of the personal property being claimed exempt:

10. Explain exact usage of all income from the personal property being claimed exempt:

PERSONAL PROPERTY OWNER AFFIDAVIT:

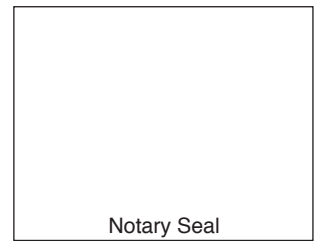
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Signature: _____

Subscribed and sworn to before me this _____ day of _____, _____.

My commission expires: _____, _____.

_____, Notary Public



ASSESSOR USE ONLY Application for Exemption: Approved Disapproved

Assessor/ Deputy: _____ Date: _____

Account Number: _____

School District