



# OKLAHOMA TAX COMMISSION AD VALOREM DIVISION



# BULLETIN

DATE: May 12, 2009

Number: 09-12

RE: ABSTRACT AND HOMESTEAD EXEMPTION FORMS

## TO ALL COUNTY ASSESSORS:

The following forms are enclosed for your use in generating the required reports:

<u>Form</u>	<u>Form Number</u>	<u>Due Date</u>
Abstract	Form 917 or Form 917-B	June 15
Homestead	Form 923	June 15

Section 2867 of Title 68 of the Oklahoma Statutes governs the transmittal of the Annual Abstract of Valuation and Assessment to this office. It is due no later than June 15 or the first working day thereafter. If you have not transmitted the completed form to us by June 15, unless delayed by court action or other causes beyond your control, the division is required to notify the chairman of your Board of County Commissioners and your county clerk of such failure. The statutes provide that neither the assessor nor any of your deputies shall receive any remuneration, compensation or salary for June and each succeeding month thereafter until the abstract is transmitted to the Tax Commission.

The State Board of Equalization meeting is tentatively scheduled for June 15, 2009 at 10:00 a.m. To ensure certification of your abstract at this meeting, your abstract must be in our office no later than 4:00 p.m. on Friday, June 12

We have had problems with mail delivery in the past, so please consider either hand delivering your abstract, using registered or certified mail, or sending by an overnight service. **To ensure your forms come to the correct division, please use one of the following addresses:**

**Mailing address:** Oklahoma Tax Commission  
Ad Valorem Division  
P. O. Box 269060  
Oklahoma City, OK 73126-9060

**Physical address:** Oklahoma Tax Commission  
Ad Valorem Division  
3700 North Classen Blvd., Suite 200  
Oklahoma City, OK 73118

All lines on the form must be completed. **If there is no value for a particular line, a "0" must be entered on that line. The County Assessor must sign and date the form in the provided area.**

Section 2899 of Title 68 of the Oklahoma Statutes governs the transmittal of the Annual Report of Homestead Exemption (Form 923) to this office. It is due to be transmitted on or before June 15. Please indicate the number, amount and totals of the base and double homesteads for each school district in the appropriate sections. The totals of these 8 columns are to be entered in the blocks with the corresponding numbers in the upper portion of the form.

These forms should be completed legibly in ink or typed, unless you are using an approved computerized form. Please do not send photocopies. If you need assistance or have questions, contact Teresa Strawther at (405) 319-8200.

Sincerely,

**OKLAHOMA TAX COMMISSION**

Jeff Spelman, CAE, Director  
Ad Valorem Tax Division

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Enclosures