

# Tax Incentive Program -- Application for Real Property Tax Exemption and Remission




\_\_\_\_\_  
County Name

Date Received by County Auditor
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Date Received by DTE
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OFFICE USE ONLY
County Application Number
DTE Application Number

## General Instructions

-  Submit three (3) copies of this application to the auditor's office in the county where the property is located. (Make a copy for your records.) 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 (page 3) and the Treasurer's Certificate (page 4) of this application must be completed. Ask your county auditor for the procedure to follow to obtain the Treasurer's Certificate. When presented with this application, the county treasurer should promptly complete the certificate and return the application to you so it may be filed with the county auditor. The county treasurer should make certain the treasurer's certificate is complete and accurately reflects the payment status of taxes, special assessments penalties, and interest, by tax year. Obtain a copy of the property record card from the county auditor and enclose it with this application. It is the applicant's responsibility to make sure the information supplied by the county auditor and county treasurer is complete and accurate.
-  Answer all questions on the form. 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. This application must be signed by the property owner or the property owner's representative.

## Special Instructions for Tax Increment Financing Exemptions

If the applicant requests an exemption under R.C. 725.02, 1728.10, 5709.40, 5709.41, 5709.73, or 5709.78, the application can be signed by the property owner, the property owner's representative, the political subdivision without the property owner's consent, or the political subdivision with the property owner's consent acting under a power of attorney (attach DTE Form 24P). If the application is signed by the political subdivision without the property owner's consent, such exemption shall be subordinate to an exemption granted under any other section of the Revised Code and service payments shall not be required for the portion of the property exempt under that other section. If the exemption requested involves service payments in lieu of taxes and the application is signed by the property owner, the property owner's representative, or the political subdivision with the property owner's consent acting under a power of attorney, those payments will remain in effect for the term of the exemption even if the property is used later for another exempt purpose, unless the political subdivision consents in writing to the subsequent exemption. These service payments are also binding on future owners if the political subdivision or the property owner files a notice with the county recorder after the tax commissioner approves the application, unless the political subdivision consents in writing to the subsequent exemption. Failure to file such notice relieves only future owners from the obligation to make service payments if the property becomes exempt under any other provision of the Revised Code. Consent by a property owner filed with the tax commissioner after the commissioner has approved an application for exemption originally filed by the political subdivision without the property owner's consent will trigger the same procedures mentioned above for an application filed by or with the property owner's consent.

## Please Type or Print Clearly

<b>Applicant Name:</b>	_____
	name
<b>Notices concerning this application should be sent to:</b>	_____
	name (if different from Applicant)
	_____
	address
	_____
	city state Zip telephone number

Application is hereby made to have the following property placed on the tax exempt list pursuant to the authorizing agreement, ordinance, or resolution, and the limitations in the Ohio Revised Code.

1. Parcel number(s): a) \_\_\_\_\_  
(If more than 4, continue on an attached sheet.) b) \_\_\_\_\_  
**All parcels must be in the same school district.** c) \_\_\_\_\_  
d) \_\_\_\_\_
2. School district where located: \_\_\_\_\_
3. Street address or location of property: \_\_\_\_\_
4. a) Title to this property is in the name of: \_\_\_\_\_  
b) Address of owner: \_\_\_\_\_
5. Date title was acquired \_\_\_\_\_
6. If title holder is different from the applicant, please explain: \_\_\_\_\_
7. Under what section of the Revised Code is exemption sought?  
 §725.02       §1728.10       §5709.40(B)       §5709.40(C)       §5709.41  
 §5709.62       §5709.63       §5709.71       §5709.73(B)       §5709.73(C)  
 §5709.78(A)       §5709.78(B)       §5709.88  
Other incentive program, specify R.C. section § \_\_\_\_\_
8. Explain terms and details of incentive (real property included, percentage exempted, number of years, etc.).
9. a) Attach a copy of the resolution or ordinance of the subdivision granting the incentive and/or the applicant's incentive agreement with the subdivision.  
b) Attach proof of school district approval (if required).
10. If this application requests exemption under a Tax Increment Financing provision (see special instructions), please indicate whether the application is being filed:  
 by the property owner       by the political subdivision without owner consent  
 by the political subdivision with owner consent (attach copies of DTE Form 24P).

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

telephone number

date

**County Auditor's Finding**

		Land	Building	Total
Taxable Value in Year of Application	(Tax Year)			
Taxable Value in Prior Year	(Tax Year)			

**This application covers property that is (check all that apply):**

- Currently exempt\*                     
  New Construction on previously                     
  Currently on CAUV  
 Previously exempt                     
 exempted parcel                     
  Previously on CAUV

**Auditor's Recommendation:**           
 Grant           
 Partial Grant           
 Deny           
 None

**Comments:**

\_\_\_\_\_  
 County Auditor (signature)

\_\_\_\_\_  
 date

Forward two (2) copies of the completed application to the Ohio Department of Taxation, Equalization Division, P.O. Box 530, Columbus OH 43216-0530.

\*If the property or any portion of the property is currently exempt, please indicate the type of exemption, the portion of property exempted, and the tax years to which the current exemption applies.

**Treasurer's Certificate**

*If the Treasurer's Certificate is not properly filled out and signed, the tax commissioner will have **no jurisdiction** to act on the application, and **it will be subject to dismissal**.*

**(Notice to treasurer:** The first paragraph of this certificate must always be complete.)

As of the date below, I hereby certify that all **TAXES, SPECIAL ASSESSMENTS, PENALTIES AND INTEREST** levied and assessed against the above described property have been paid in full to and including the tax year \_\_\_\_\_ and that the most recent year for which taxes and special assessments have been charged is tax year \_\_\_\_\_ .

I further certify that, as of the date below, the only **UNPAID TAXES, SPECIAL SASSESSMENTS, PENALTIES AND INTEREST** which have been charged against this property are as follows:

Parcel Number	Tax Year	Taxes (including penalties and interest)	Special Assessments (including penalties and interest)

***If additional years are unpaid, please list on an attached sheet.***

Have Tax Certificates been sold under R.C. 5721.32 or 5721.33 for any of the property subject to this application?

yes       no

Are any unpaid taxes listed on this certificate subject to a valid delinquent tax contract under R.C. 323.31(A)? If unpaid taxes are subject to a valid delinquent tax contract, please indicate which tax years' charges are included in the contract.

yes       no

If yes, list tax years: \_\_\_\_\_

**Comments:**

County Treasurer (signature)

Date