



OFFICE OF THE CHIEF FINANCIAL OFFICER – ASSESSORS
Application for Personal Property Tax Exemption

Date of application: _____
Parcel number (Personal Property ID): _____
Tax year for which exemption is being sought: _____
Organization name: _____
Property address: _____
Mailing address (if different than property address): _____

Please check the purpose for this exemption:

- Religious
- Charitable
- Scientific
- Educational
- Other

If other checked, please explain: _____
Is this organization currently incorporated as a non-profit? Yes No
How is this property currently being utilized? _____

Attach the following documents with this application:

- | | |
|------------------------------|-------------------------|
| 1. Articles of Incorporation | 2. By-Laws |
| 3. Proof of Ownership | 4. IRS Exemption Status |

The information provided is a true and correct statement of the facts concerning the above described property.
An officer of the entity seeking property tax exemption status or the authorized agent must complete the following:

Name (print): _____
Signature: _____
Title: _____
Telephone number: _____
E-Mail Address: _____
Date: _____

For Office Use Only

Date of Field Visit: _____ Staff Assigned: _____
Staff Recommendation: (attached notes) Approve Deny
Board of Assessors: _____ Approve Deny
Name (print): _____ Date: _____ Signature: _____

DISCLAIMER: A request for property tax exemption based on religious, charitable, educational, or scientific grounds must be filed with the City of Detroit Office of the Assessor before the close of business on the second Tuesday of December. Any application received after that date will be considered for the following year.

A denial by the City of Detroit Office of the Assessor must be appealed to the Michigan Tax Tribunal 35 days after the date on the denial letter.