Ada County

COMMISSIONERS OFFICE
200 W. Front Street
Boise, Idaho 83702
(208) 287-7000
Fax: 287-7009
bocc1@adaweb.net
www.adaweb.net

Property Tax Exemption Application

A completed application must be filed for each parcel for which you seek an exemption. Please type your answers or write legibly. If you have any questions regarding this application, please call (208) 287-7005. Please return this form as soon as possible to allow sufficient review time. **Applications received after Wednesday, April 15, 2015 cannot be considered for a 2015 exemption**.

OWNER INFORMATION

1. Date of Application: _____/_____/_____
   Month Day Year
2. Parcel Number: _____
3. Organization Name: _____
4. Legal Owner of Property: _____
5. Address, City, State, Zip of the Property: _____
6. Date Property was Acquired by Organization: _____/_____/_____
   Month Day Year
7. Type of Property (please check one): o Real Property o Personal Property
8. If this request is for personal property, is any of the personal property associated with this parcel leased or not used exclusively for which you are requesting this exemption?
9. Under which section(s) of the Idaho Code are you seeking tax exemption?
   - ❑ Idaho Code § 63-602B - Religious Corporations Or Societies
   - ❑ Idaho Code § 63-602C - Fraternal, Benevolent, Or Charitable Societies
   - ❑ Idaho Code § 63-602E - Property Used For School Or Educational Purposes
   - ❑ Idaho Code § _____-_____ - Other (fill in the appropriate code citation)

LIST ON SEPARATE SHEETS OF PAPER

10. Attach a letter explaining the basis for your exemption request under applicable Idaho Code section(s). For your convenience, the Office of the Board of Ada County Commissioners is providing you with worksheets for Idaho Code §§ 63-602B, 63-602C, and 63-602E. Please be advised that there may be other Idaho Code sections that may affect your tax exemption request. A complete copy of the Idaho Code is available at the Boise City Public Library, or online at the state of Idaho website www.accessidaho.org. You may link to their site at www.adaweb.net on the Commissioners' page under Tax Exemptions.

11. **Attach a copy of your organization's articles of incorporation, by-laws, and year-end financial statements.**

12. **Please complete the attached worksheets that apply to the type of exemption you are seeking.**

- ❑ Complete Worksheet 63-602B if you are seeking an exemption for religious corporations or societies.
- ❑ Complete Worksheet 63-602C if you are seeking an exemption for a fraternal, benevolent, or charitable society.
- ❑ Complete Worksheet 63-602E if you are seeking an exemption for a school or educational purposes.

PROPERTY VALUES - *OPTIONAL*

The information collected by questions 12 and 13 is for statistical purposes only. Choosing to answer these two questions will **NOT AFFECT OR CHANGE** the eligibility of your organization's property for an exemption.

13. What is the insured value of the personal property that is associated with this parcel? $_____

14. What is the insured value of the improvements (such as buildings or parking lots) located on this parcel? If your organization does not own any real property, you may disregard this question. $_____

PLEASE TELL US

15. If the applicant is not the legal owner, explain the relationship between the applicant and the legal owner.

16. What was the principal activity of the applicant organization on January 1 of this year? Be specific and consider all activities. Please answer this question on a separate sheet of paper.

17. What was the principal use of this property on January 1, of this year? Be specific and consider all uses. Please answer this question on a separate sheet of paper.

CONTACT INFORMATION

18. Contact Person: _____

19. Title: _____

20. Mailing Address: _____

_____

_____

21. Daytime Telephone Number: (_____) _____-_____

DID YOU REMEMBER TO

- ❑ Complete the entire application?
- ❑ Enclose a letter requesting exemption pursuant to the Idaho Code?
- ❑ Enclose the completed worksheet(s) for you exemption?
- ❑ Enclose a copy of your year-end financial statements?
- ❑ Enclose a copy of your articles of incorporation **and** by-laws?

PLEASE RETURN TO

Board of Ada County Commissioners

200 W. Front Street

Boise, Idaho 83702

Please return this form as soon as possible. *Applications received after Wednesday, April 15, 2015, cannot be considered for a 2015 tax exemption.* If you have any questions regarding this application, please call (208) 287-7005.

FOR YOUR SIGNATURE

I CERTIFY, to the best of my knowledge and belief, the information provided herein is true and correct.

_____ Applicant's Signature

_____/_____/_____ Month Day Year