



Chesterfield Township
Real Property Tax Exemption General Information

General Test for Exemption

- 1) The exemption claimant must own and occupy the property.
- 2) The exemption claimant must own & occupy the property solely for its exempt purposes on December 31 of the year preceding the assessment for which exemption is sought.
- 3) The exemption must be defined by Michigan law. See Michigan General Property Tax Act M.C.L. Chapter 211 Section 7 (this section contains the real property exemptions)
- 4) Application for exemption must be filed no later than the second Monday in March of the assessment year for which exemption is sought.

Requirements for Exemption from Property Tax (Real Property)

The applicant must notify this office of the sale or lease of this or any other property within the Township of Chesterfield belonging to your organization.

The following must be submitted:

- 1) Articles of incorporation
- 2) Internal Revenue Service (I.R.S.) A statement indicating taxable status (501c3)
- 3) A copy of a **recorded** document indicating ownership such as a Warranty Deed, Land Contract, or other similar recorded instrument.
- 4) A signed application indicating the exempt use of the property and the current ownership.
- 5) Copies of any Leases of the property for which the exemption is requested.

Supplemental Information

The items below may be submitted or requested to support the claim of exemption:

- 1) Federal and/or Michigan Income Tax Return
- 2) By-Laws
- 3) Balance Sheet
- 4) Mission Statement

Personal Property Exemption

The exemption must be defined by Michigan law. See Michigan General Property Tax Act M.C.L. Chapter 211 Section 9 (this section contains the personal property exemptions)



Application for Real Property Tax Exemption

Present this application, along with a Deed or Land Contract, and Articles of Incorporation and Internal Revenue Service form 990 to the Assessor's Office located at 47275 Sugarbush Rd, Chesterfield, MI 48047

We, the undersigned, respectfully request the exemption of the following property, located in the Charter Township of Chesterfield, County of Macomb.

Application Date _____

Parcel Number _____

Property Address _____

Name of Applicant claiming the exemption _____

Contact Phone Number _____

Email Address _____

Name of Organization or individual owning the property _____

Mailing Address of Organization _____

Officers: _____

Title: _____

Use of Property:

Religious _____ Charitable _____ Scientific _____ Education _____ Memorial Home _____

Other (Please explain) _____

Please furnish the following contact information of the applicant's/organization's representative whom the Township may contact for further information:

Name / Title: _____

Relationship to Applicant/Organization: _____

Business Address: _____

Phone Number: _____ Email: _____

The following questions **MUST BE** answered:

Date of Purchase _____ Purchase Price _____

Terms of Sale _____

Date of Occupancy, if different than date of purchase _____

Date Recorded _____ Liber No. _____ Page No. _____

In whose name is on Deed or Contract? _____

Is the organization a "Non-Profit" Corporation? _____

Use of Property:

1. Indicate under what state statute (section and subsection) the applicant is claiming to be exempt from taxation:

_____ Elderly or Handicapped Housing owned by certain nonprofit organizations. Tax to be paid by the State of Michigan 211.7d

_____ Property owned by certain nonprofit cultural or educational organizations (211.7n)

_____ Property of nonprofit charitable institutions (211.7o)

_____ Homes for the aged or chronically ill owned by religious, fraternal, secret societies, or nonprofit corporations (211.7o)

_____ Memorial homes or posts owned by any veteran's association or institution of the Armed Forces of the United States (211.7p)

_____ Property owned by youth organizations (211.7q)

_____ Clinic, hospital, or public health property (211.7r)

_____ Houses of public worship, parsonages (211.7s)

_____ OTHER (please specify) _____

Please attach a separate sheet if more space is needed for the following questions.

2. When was the property first owned and occupied by the applicant?

3. Please describe all uses made of the property during the current and the prior year.

4. When first owned and occupied by the applicant, what was the nature of the use?

5. Did the use identified in question 4 change significantly at any time?

6. Please list any other property located in Chesterfield Township that the applicant owns and occupies.

Will you notify this office of the sale or lease of this or any other property within the Township of Chesterfield belonging to your organization? _____

This application is to the best of my knowledge, a true and correct statement of the facts concerning the above-described property.

Applicant Name

Applicant Signature

Date

Applicant Address