

YEAR

APPLICATION FOR RELIGIOUS ORGANIZATION PROPERTY TAX EXEMPTION

Appraisal district name	Phone (area code and number)
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Address

This application covers property you owned on January 1 of this year or acquired during this year. You must file the completed form between January 1 and April 30 of this year. If you acquire the property after January 1 of this year and wish to qualify for the exemption this year, you must apply before the first anniversary of the date you acquired the property, or before the first anniversary of the date any property was acquired after January 1. Be sure to attach any additional documents requested. If the chief appraiser grants the exemption, you do not need to reapply annually, but you must reapply if the chief appraiser requires you to do so, or if you want the exemption to apply to property not listed in this application. You must notify the chief appraiser in writing if and when your right to this exemption ends. Return the completed form to the address above.

Step 1: Name and address of organization	Name of organization		
	Present mailing address (number and street)		
	City, town or post office, state, ZIP code		Phone (area code and number)
	Name of person preparing this application	Driver's License, Personal I.D. Certificate, or Social Security Number*	Title

Step 2: Answer these questions about the organization	Operator of organization (check appropriate box) <input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Association		
	If operated by a corporation, is the corporation non-profit as defined by the Texas Non-Profit Corporation Act (art. 1396-1.01 VACS et. seq.)? Yes <input type="checkbox"/> No <input type="checkbox"/>		
	Is this organization organized and operated primarily for the purpose of engaging in religious worship or promoting the spiritual development or well-being of individuals? Yes <input type="checkbox"/> No <input type="checkbox"/>		
	In the past year has the organization loaned funds to, borrowed funds from, sold property to or bought property from a shareholder, director or member of the organization, or has a shareholder or member sold his interest in the organization for a profit? Yes <input type="checkbox"/> No <input type="checkbox"/>		
	<p>If "YES," attach a description of each transaction. For sales, give buyer, seller, price paid, value of the property sold and date of sale. For loans, give lender, borrower, amount borrowed, interest rate and term of loan. Attach a copy of note, if any.</p>		

Attach a list of salaries and other compensation for services paid in the last year. Also list any funds distributed to members, shareholders or directors in the last year. In each case, give recipient's name, type of service rendered or reason for payment and amounts paid.

Step 3: Answer these questions about the organization bylaws or charter	<i>Attach a copy of the charter, bylaws or other documents adopted by the organization which govern its affairs, and answer the following questions.</i>		
	1. Does the organization use its assets in performing its religious functions or the religious functions of another religious organization?..... Yes <input type="checkbox"/> No <input type="checkbox"/>		
	2. Do these documents direct that on the discontinuance of the organization the organization's assets are to be transferred to the State of Texas, the United States or to an educational, religious, charitable or other similar organization that is qualified for exemption under Sec. 501(c)(3), Internal Revenue Code, as amended? Yes <input type="checkbox"/> No <input type="checkbox"/>		
	<p>If "YES," give the page and paragraph numbers. Page _____ Paragraph _____</p>		

3. Does the organization operate, or does its charter permit it to operate, in such a manner as to permit the accrual of profits, the distribution of profits or the realization of any other form of private gain? Yes <input type="checkbox"/> No <input type="checkbox"/>		
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<p>Step 4: Describe your property</p>	<p>PROPERTY TO BE EXEMPT:</p> <ul style="list-style-type: none"> • Attach one Schedule AR (REAL PROPERTY) form for EACH parcel of real property to be exempt. • Attach one Schedule BR (PERSONAL PROPERTY) form listing ALL personal property to be exempt. • List only property owned by the organization. 	
<p>Step 5: Sign the application</p>	<ul style="list-style-type: none"> • By signing this application, you designate the property described in the attached Schedules AR and BR as the property against which the exemption for religious organizations may be claimed in the appraisal district. • You certify that this information is true and correct to the best of your knowledge and belief. 	
	<p>On behalf of <i>(name of organization)</i></p>	<p>Date</p>
	<p>sign here ▶ Authorized signature</p>	<p>Title</p>
	<p>If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.</p>	

* You are required to give us this information on this form, in order to perform tax related functions for this office. Section 11.43 of the Tax Code authorizes this office to request this information to determine tax compliance.

Schedule AR: Real property used as actual place of religious worship, clergy residence or endowment fund property.

• **Complete one Schedule AR form for EACH parcel of real property to be exempted.**

Name of property owner	
Legal description of property	
	Appraisal district account number (Optional):

TYPE OF PROPERTY:

Actual place of religious worship

Is the building currently under construction or physical preparation? Yes No

If under construction, when will construction be completed? (date) _____

If under physical preparation, check which activity the organization has done.
(Check all that apply.)

<input type="checkbox"/> Architectural work	<input type="checkbox"/> Land clearing activities
<input type="checkbox"/> Engineering work	<input type="checkbox"/> Site improvement work
<input type="checkbox"/> Soil testing	<input type="checkbox"/> Environmental or land use study

Is the property primarily used for religious worship? Yes No

Are worship services regularly held at the property? Yes No

Does any portion of this property produce income? Yes No

If "YES," attach a statement describing use of the revenue.

Is the property reasonably necessary for religious worship? Yes No

Clergy residence

Is the property used exclusively as a residence? Yes No

Is the property occupied by persons whose principal occupation is to serve in the organization's clergy? Yes No

Does any portion of this property produce income? Yes No

How much land is used for the residence? _____

Is all of the property reasonably necessary for use as a residence? Yes No

Foreclosure sale property held by endowment fund

Was the property acquired by foreclosure to protect a bond or mortgage held by the endowment fund and used exclusively for support of the organization? Yes No

If "YES," what was the date of the foreclosure sale? _____

