



Andy Schor, Mayor

**CITYASSESSORS OFFICE**

**Sharon Frischman, Assessor**

3rd Floor City Hall  
124 West Michigan Avenue  
Lansing, Michigan 48933  
(517) 483-7624  
FAX: (517) 483-4101  
www.lansingmi.gov/City-Assessor

**APPLICATION FOR PROPERTY TAX EXEMPTION STATUS**

The General Property Tax Act states “that all property, real and personal, within the jurisdiction of the State, not expressly exempted, shall be subject to taxation.” This is separate from the IRS Tax Exemption status of a 501 (c) organization.

Property tax exemptions that are allowed are listed in 211.7 through 211.7ww of Michigan Compiled Laws.

Name of Organization: \_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel Number (s): \_\_\_\_\_

Real Property?: \_\_\_\_\_ Personal Property?: \_\_\_\_\_ Both?: \_\_\_\_\_

Mailing Address if different from property address: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Internal Revenue Service ID: \_\_\_\_\_

State of Michigan Corporation ID: \_\_\_\_\_

Please indicate which section of law your request is based on: (charitable, educational, etc.)

\_\_\_\_\_

Please explain the purpose of the organization: (**Attach Articles of Incorporation and By-laws**)

\_\_\_\_\_

Please explain (in detail) the activities that will take place at this location:

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Will anyone be charged a fee or a required donation for your services?: \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

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What are your sources of income?: \_\_\_\_\_

**Please attach a copy of your annual budget.**

Is the property generally available to the general public?: \_\_\_\_\_

Are your services available to anyone?: \_\_\_\_\_

How will the assets of the organization be dissolved?: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please return the completed application along with the Articles of Incorporation, Bylaws, copy of your budget and any other documents that explain the activities of the organization to:

City of Lansing  
Assessor's Office  
124 W. Michigan Ave. 3<sup>rd</sup> floor  
Lansing, MI 48933

Please submit this application by December 31st. Exemptions may not be granted retroactively. The exemption will become effective the following tax year. The applicant must own and occupy the property for the purpose that they are incorporated on December 31<sup>st</sup> in order to qualify for the exemption the following tax year.