



APPLICATION FOR REAL PROPERTY TAX EXEMPTION FOR CAPITAL IMPROVEMENTS TO RESIDENTIAL PROPERTY (Real Property Tax Law, Section 421-f)

(Instructions for completing this form are contained in Form RP-421-f-Ins)

1. Name and telephone no. of owner(s)

2. Mailing address of owner(s)

Day No. () _____

Evening No. () _____

3. Location of property (see instructions)

Street Address _____

School District _____

City/Town _____

Village (if any) _____

Property identification (see tax bill or assessment roll)

Tax map number or section/block/lot _____

4. Property for which exemption is sought is a ___one family/___two family residence. (check one)

5. a. Square footage of residence without improvement _____ square feet

b. Square footage of residence with improvement _____ square feet

c. As measured by square footage in question 5b, is more than one-half of the residence at least five years old? ___yes ___no

6. a. Date of commencement of construction of improvement _____

b. Date completed (attach copy of certification of occupancy or other documentation of completion) _____

7. Describe the improvement for which exemption is sought (attach additional sheets if necessary).

8. Cost of improvement: \$ _____ (supply documentation)

Certification

I, _____, hereby certify that the information on this application and any accompanying papers constitute a true statement of fact.

Signature of Owner

Date

-----**FOR ASSESSOR’S USE**-----

- 1. Date application filed: _____
 - 2. Applicable taxable status date: _____
 - 3. Action on application: _____Approved _____Disapproved (Reason):

 - 4. Assessed valuation of parcel including improvement: \$_____
 - 5. Assessed valuation of parcel excluding improvement: \$_____
 - 6. Assessed valuation of improvement eligible for exemption: \$_____*
- (4. minus 5.)

*This figure is the “exemption base” and must be recalculated in any year in which there is a change in level of assessment of 15 percent.

	Percent Amount	Dollar Amount
City/Town	_____%	\$_____
Village	_____%	\$_____
School District	_____%	\$_____
County	_____%	\$_____

Assessor’s signature

Date