

# Application for Youth Development Organization Property Tax Exemption

Appraisal District's Name

Phone (area code and number)

Address

City

State

Zip Code

**GENERAL INSTRUCTIONS:** This application is for use in claiming a property tax exemption pursuant to Tax Code Section 11.19. This application applies to property owned on Jan. 1 of this year or acquired during this year.

**FILING INSTRUCTIONS:** You must furnish all information and documentation required by this application so that the chief appraiser is able to determine whether the statutory qualifications for the exemption have been met. This document and all supporting documentation must be filed with the appraisal district office in each county in which the property is located. Do not file this document with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

**APPLICATION DEADLINES:** You must file the completed application with all required documentation beginning Jan. 1 and no later than April 30 of the year for which you are requesting an exemption. If you acquired the property after Jan. 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 Jan. 1.

**DUTY TO NOTIFY:** If the chief appraiser grants the exemption, you do not need to reapply annually unless the chief appraiser requires it or 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 qualification for this exemption ends.

## OTHER IMPORTANT INFORMATION

Pursuant to Tax Code Section 11.45, after considering this application and all relevant information, the chief appraiser may request additional information from you. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

State the tax year for which you are applying for this exemption.

Tax Year

## STEP 1: Organization Information

Name of Organization

Mailing Address

City

State

ZIP Code

Phone (area code and number)

Organization is a (check one):

Partnership

Corporation

Other (specify): \_\_\_\_\_

If operated by a corporation, is the corporation a nonprofit as defined by the Texas Non Profit Corporation Act (art. 1396-1.01 VACS et. seq.)? .....

Yes

No

## STEP 2: Applicant Information

Name of Person Preparing this Application

Title

Driver's License, Personal I.D. Certificate  
or Social Security Number\*

If this application is for an exemption from ad valorem taxation of property owned by a charitable organization with a federal tax identification number, that number may be provided in lieu of a driver's license number, personal identification certificate number or social security number: .....

\* Unless the applicant is a charitable organization with a federal tax identification number, the applicant's driver's license number, personal identification certificate number or social security account number is required. Pursuant to Tax Code Section 11.48(a), a driver's license, personal I.D. certificate or social security number provided in an application for an exemption filed with a chief appraiser is confidential and not open to public inspection. The information may not be disclosed to anyone other than an employee of the appraisal office who appraises property, except as authorized by Tax Code Section 11.48(b).

**STEP 3: Property Information**

List only property owned by the organization.

- Attach one Schedule A form for each parcel of real property to be exempt.
- Attach one Schedule B form listing all personal property to be exempt.

**STEP 4: State or National Affiliation**

Is the organization affiliated with a state or national organization whose primary purpose is promoting the spiritual, mental and physical development of youths?  Yes  No

Name of State / National Organization

Mailing Address

City State ZIP Code Phone (area code and number)

**STEP 5: Questions about the Organization**

1. Is the organization's primary purpose to promote the spiritual, mental and physical development of boys, girls, young men or young women?  Yes  No
2. 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 had a shareholder or member sell an interest in the organization for a profit?  Yes  No  
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.
3. Does the organization operate in such a manner that does not result in the accrual of distributable profits, the distribution of profits or the realization of any other form of private gain?  Yes  No
4. Attach a narrative statement describing the organization's activities. Describe in detail what activities contribute to spiritual, mental and physical development of boys, girls and young adults. Also describe any other functions which the organization performs.

**STEP 6: Questions about the Organization Bylaws or Charter**

1. Does the organization use its assets in performing its youth spiritual, mental and physical development functions or of those of another youth development organization?  Yes  No
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 an educational, religious, charitable or other similar organization that is qualified for exemption under Internal Revenue Code Section 501(c)(3), as amended?  Yes  No  
If yes, provide the page and paragraph numbers. Page \_\_\_\_\_ Paragraph \_\_\_\_\_
3. Attach a copy of the charter, bylaws or other documents adopted by the organization which govern its affairs and answer the following questions.

**STEP 7: Read, Sign and Date**

By signing this application, you designate the property described in the attached Schedules A and B as the property against which the exemption for youth spiritual, mental and physical development organizations may be claimed in this appraisal district. You certify that the information provided in this application is true and correct.

**print here** ➔

Print Name

Title

**sign here** ➔

Authorized Signature

Date

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 Penal Code Section 37.10.

### Schedule A: Description of Real Property

Complete one Schedule A form for each parcel qualified for exemption and attach all completed schedules to the application for exemption.

Name of Property Owner

Appraisal District Account Number (if known)

Legal Description of Property (if known):

Describe the Primary Use of This Property:

1. Is the improvement currently under active construction or physical preparation?  Yes  No

If yes, answer the following questions:

If under construction, when will construction be completed? \_\_\_\_\_

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

- Architectural work       Soil testing       Site improvement work
- Engineering work       Land clearing activities       Environmental or land use study

2. Is the incomplete improvement designed and intended to be used exclusively by the qualified youth development associations when completed?  Yes  No

3. Does any portion of this property produce income?  Yes  No

If yes, attach a statement describing use of the revenue.

4. Is the land on which the incomplete improvement is located reasonably necessary for the use of the improvement by the qualified youth development association?  Yes  No

List all other individuals and organizations that used this property in the past year and provide the following information for each.

Name	Dates Used	Activity	Rent Paid, If Any

Continue on additional sheets as needed.

# Schedule B: Description of Personal Property

List all tangible property to be exempt on this schedule and attach completed schedules to the application for exemption.

Name of Property Owner \_\_\_\_\_

Is this property reasonably necessary for operation of the organization? .....  Yes  No

Item	Location