

**ORANGE COUNTY, VIRGINIA
OFFICE OF THE COMMISSIONER OF THE REVENUE**

**2023 Tax Exemption Application
For Real and Personal Property**

RENEE POPE
COMMISSIONER OF THE REVENUE

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MAILING ADDRESS:
P. O. BOX 389
ORANGE, VA 22960
PHYSICAL ADDRESS:
112 WEST MAIN STREET
ORANGE, VA 2296

**Filing Deadline
December 31, 2022**

In accordance with § 58.1-3605 of the Code of Virginia, the Board of Supervisors of Orange County, Virginia adopted an ordinance on September 24, 2019 requiring organizations receiving exemption from real and/or personal property taxation, to file triennially an application as a requirement for retention of the exempt status of the property. This requirement applies to all organizations receiving exempt status except for the Commonwealth, any political subdivision of the Commonwealth, or the United States. Such application will show the ownership and usage of such property and must be filed within the sixty days preceding the tax year for which the exemption renewal is requested. The second triennial review of exempt properties will be effective for tax year 2023.

This application is for use by nonprofit organizations seeking exemption from taxes on property used for religious, charitable, patriotic, historical, benevolent, cultural, or public park and playground purposes only. The application and supporting documents are considered public information and may be made available for public review during the application process. Please complete the application and certification, and return it to the Commissioner of the Revenue's address. Questions that cannot be answered within the space provided may be answered by attaching additional sheets to this application. Failure to answer all questions and/or provide required documentation may result in a delay in processing the application. The application must be signed by a duly authorized officer, director or member who is knowledgeable as to the organization's activities and operations, and who can attest to the accuracy of the information provided. A written notification of determination will be mailed to the applicant after the application and all supporting documentation have been reviewed.

Renewing organizations that are not specifically eligible for property tax exemption pursuant to § 58.1-3606, § 58.1-3607, or §§ 58.1-3609 through 58.1-3622 of the Code of Virginia, but have been previously been granted exempt status by the Board of Supervisors by designation under § 58.1-3651 are also required to submit a renewal application triennially. For the 2023 tax year review, those organizations should submit the renewal form in order to become part of the regular renewal cycle (even if it has not been three years since original exempt status was received). Failure to file required returns may result in an assessment of penalties or loss of eligibility, if an exemption is not granted. As part of our review, it may be necessary to request and review additional records. If you have any questions regarding the application for exemption process, please call (540) 672-4441.

2023 Orange County Tax Exemption Renewal For Real and Personal Property

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Organization's Name				
Organization's Federal Identification Number				Date Organization Began Operations in Orange County
Contact's Name			Phone Number	
Contact's Title			E-mail Address	
Mailing Address				
	<i>Street Address or P.O. Box</i>	<i>City/Town</i>	<i>State</i>	<i>Zip Code</i>
Orange Cty. Location				
	<i>Street Address or P.O. Box</i>	<i>City/Town</i>	<i>State</i>	<i>Zip Code</i>

In order to simplify the renewal process, please check here if none of the descriptive information below has changed since your last tax exemption renewal. If the box is checked, skip to the Declaration section to certify your application for renewal.

1. What is the organization's purpose?

2. Briefly describe the services provided to the residents of Orange County by the organization?

3. What is the organization's federal tax designation?

501(c)(3)
 501(c)(4)
 501(c)(6)
 501(c)(7)
 Other:

4. Please provide a detailed list of all real estate, tangible personal property, or vehicles owned by the organization for which Orange County property tax exemption is sought. Attach additional sheets if necessary.

REAL ESTATE
(please provide supporting documentation of date)

Property Identification Number (PIN)	Property Address	Date property used exclusively for non-profit purposes	Use of Property

TANGIBLE PERSONAL PROPERTY
(e.g., computer equipment, furniture and fixtures, etc.)

Description	Location at January 1, 2023	Year Acquired	Original Cost

VEHICLE PERSONAL PROPERTY

Vehicle Identification Number (VIN)	Year Acquired	Purchase Price	Vehicle Year	Vehicle Make	Location where vehicle is normally garaged, docked or parked	Is the vehicle exclusively for the organization's nonprofit purpose?
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No
						<input type="checkbox"/> Yes <input type="checkbox"/> No

CATEGORY OF EXEMPTION

In question #5 below, please select the qualifying category under which the organization requests exempt status by checking the appropriate box. Complete the Appointment of Representative statement, if applicable, and sign the application acknowledging the accuracy of the data provided. Submit the application along with a copy of the IRS Tax Exempt Status Determination Letter and a copy of Board minutes authorizing signatory to file the application on the organization's behalf. Failure to complete the application and provide the necessary documents may result in a delay in processing the application.

5. Please select a Category of Exemption, if applicable.

- | | |
|--|--|
| <input type="checkbox"/> Government (Federal, State or Local) | <input type="checkbox"/> College Alumni Association or Foundation |
| <input type="checkbox"/> Church/Religious Body | <input type="checkbox"/> Non-Profit Cemetery |
| <input type="checkbox"/> Library/Institution of Learning | <input type="checkbox"/> Society for Prevention of Cruelty to Animals |
| <input type="checkbox"/> Public Park/Playground | <input type="checkbox"/> Boys Scouts and Girl Scouts of America |
| <input type="checkbox"/> American National Red Cross | <input type="checkbox"/> Volunteer fire department or rescue squad |
| <input type="checkbox"/> Auxiliaries of Veterans of World War I | <input type="checkbox"/> Young Men's Christian Association or similar religious org. |
| <input type="checkbox"/> 4-H Club/Future Farmers of America, Inc.
/Future Homemakers of America, Inc.
/Future Business Leaders of America
/Boys and Girls Clubs of America, Inc | <input type="checkbox"/> Habitat for Humanity |
| <input type="checkbox"/> Museum | <input type="checkbox"/> Lodge/meeting room of benevolent or charitable org. |
| | <input type="checkbox"/> Other Org. Specifically Designated by name in § 58.1-3607
Name _____ |

APPOINTMENT OF REPRESENTATIVE

(Not required, complete only if you wish to appoint a representative)

I hereby appoint _____ whose telephone number is _____ and mailing address is _____ to represent the organization during the tax exemption application process this year. I hereby give permission to Commissioner of the Revenue employees to discuss this application with the organization's representative and agree to provide the necessary information should the organization's appointed representative fail to do so.

DECLARATION

By my signature, I willfully declare that the information provided is true, correct, and complete, and I am authorized to file this application on behalf of the organization.

I acknowledge that the application and supporting documents are considered public information and will be available for public review during the application process.

I further certify that any change in the use of any property listed in this application will result in immediate notification to the Office of the Commissioner of the Revenue since it may affect the property's tax status.

Authorized Signatory for Organization

Date

FOR OFFICE USE ONLY	Date Received:	Total Assessed Value	Total Taxes
Real Estate:			
Vehicle Personal Property:			
Other Tangible Personal Property:			