



Office of the Pima County Assessor
Exemptions Division
33 N. Stone Ave. #130
Tucson, AZ 85701

Bill Staples
Assessor

Monica Detaranto
Chief Deputy Assessor

Non-Profit and Religious Organizations

Property Tax Exemption Information and Questionnaire

Claims for exemptions from property taxes and/or personal property taxes pursuant to A.R.S. Title 42, Chapter 11, Article 3 - Exemptions

Copies of the following documents must be submitted when making application:

- I.R.S. Tax Exemption Letter
- By-Laws
- Articles of Incorporation
- Financial Report
- Letter of Specific Intent – Date property was acquired, details of all activities conducted at site
- An inventory of personal property when applying for Personal Property exemption only
- If property or building is being held primarily for religious worship, submit at least two documents to show intent. I.e. minutes of board meeting, architectural or site plans, etc.

Statutory Time Period for Filing Exemption

1st Monday in January until March 1st

Failure to file a claim for property tax exemption within this time period waives all rights for property tax exemption for that calendar year.

Direct all correspondence and inquiries to:

Pima County Assessor's Office
Exemption section
33 N. Stone Ave. Suite 130
Tucson, Arizona 85701
Tele: 243-7501 or 243-7500
(Complete questionnaire next page)

QUESTIONNAIRE FOR PROPERTY TAX EXEMPTION APPLICATION

1. Name & Address of Non-Profit or Religious organization:
2. From which subsection of **A.R.S. Title 42, Chapter 11, Article 3-Exemptions** do you base your claim for exemption?
3. Are any types of sales or business activities (lunch counters, sale of souvenirs, etc.) operated on the premises? Yes No
4. Is the organization exempt from Federal and/or State income taxes? Yes No
5. Give day, month, and year deed, title was acquired by applicant.
Day Month Year
6. Claimant is: Owner/Operator
 Owner only
 Operator only
7. Exemption is claimed on: All land
 Buildings & Improvements
 Personal Property
8. List name of organization which owns or operates the property other than claimant:
9. Is any portion of the property used as a place of residence? Yes No
If yes, state number of individuals occupying the premises. # of Indiv Time
10. Does applicant receive any income? (Other than free will offerings in connection with this property)
 Yes No
11. What portion of the property is being leased or rented to a non-profit and/or a for-profit organization?
12. List date of occupancy: Day Month Year