



REQUIRED INFORMATION FOR PROPERTY TAX EXEMPTION

COUNTY COPY

State Form 5748 (R3 / 5-02) / Form 136

This form is part of SP 198 (R4 / 5-02)

INSTRUCTIONS: Please state all information for the tax year in question. If you need additional space to answer any questions or wish to provide additional information, use space at bottom of reverse side. Attach separate sheet if necessary.

I. GENERAL

1. Who owns the property? (Name, address, type of entity, and purpose for which entity was formed per articles of incorporation or similar documents)
2. Who occupies the property? (Name, address, type of entity, and purpose for which entity was formed per articles of incorporation or similar documents)
3. Who uses the property? (Name, address, type of entity, and purpose for which entity was formed per articles of incorporation or similar documents)
4. For how much land is the exemption claimed? (See I.C. 6-1.1-10-16 (c) and (d), 6-1.1-10-20, 21, 22, and 26)
5. Describe all structures and state specifically the normal use of each room or area in each structure.

II. EXEMPT PURPOSE

1. State specifically the exempt purpose and activities for which the property is used. (If any publications about the exempt activity are available, please provide a copy)
2. State how often such activities occur.
3. State specifically what rooms or areas are used for the exempt purpose and what such use is. (Be sure all rooms or areas are discussed.)
4. Who carries out the exempt activities for which the property is used?
4a. State the qualifications of such individual(s).
4b. State if such individual(s) are certified or licensed by an entity, who has issued such certificate or license, and the qualifications required to obtain such certificate or license.
4c. How many individuals or groups participate in the exempt activities?
5. State what written materials, if any, are used.
6. What standards, if any, must individuals or groups benefiting from the exempt activity meet prior to participation in such activities?
7. State if the taxpayer is supervised by any entity, group or individual
7a. State the name of such entity.
7b. State the address of the entity.
7c. State the nature and purpose of such entity.

III. OTHER INFORMATION

1. Are rooms or areas ever used by individuals or groups for purposes not related to the claimed exempt use? (If "No", skip to 2.) <input type="checkbox"/> Yes <input type="checkbox"/> No	1a. Name such individuals or groups.
1b. State specifically what rooms or areas are used by such individuals or groups.	1c. State specifically how often such individuals or groups use such rooms or areas.
2. Do those benefiting from the exempt activity ever use areas or rooms for activities not directly related to the activity of the taxpayer? (If "No", skip to 3.) <input type="checkbox"/> Yes <input type="checkbox"/> No	2a. State who makes such use of rooms or areas.
2b. State specifically what rooms or areas are so used.	2c. State specifically how often such rooms or areas are so used.

Continued on reverse

3. Do the individuals whose activities are related to the exempt purpose ever use rooms or areas for activities not directly related to the basis for the claimed exemption? (If "No", skip to 4.) <input type="checkbox"/> Yes <input type="checkbox"/> No		3a. State who makes such use of rooms or areas.	
3b. State specifically what rooms or areas are so used.		3c. State specifically how often such rooms or areas are to be used.	
4. Are fees ever charged to those who make use of rooms or areas? (If "No", skip to 5.) <input type="checkbox"/> Yes <input type="checkbox"/> No		4a. State the uses for which such fees are charged.	
4b. State how often such fees are charged.		4c. State who is charged such fee.	4d. State what fee is charged.
4e. For what purpose is the revenue derived from such fee used?			5. How many individuals participate in the exempt activities?
6. Are any rooms or areas ever used by any income generating activity? (If "No", skip to 7.) <input type="checkbox"/> Yes <input type="checkbox"/> No		6a. State the activity.	
6b. State specifically where it occurs.			
6c. State specifically how often it occurs.		6d. State who conducts such activity.	
7. Are food or items of any sort ever sold? (If "No", skip to 8.) <input type="checkbox"/> Yes <input type="checkbox"/> No		7a. State what is sold.	
7b. State specifically where it is sold.			
7c. State specifically how often such sales occur.		7d. State specifically who makes such sales.	
8. Are dances, dinners or other social functions ever held on the property for which the exemption is claimed? (If "No", skip to 9.) <input type="checkbox"/> Yes <input type="checkbox"/> No		8a. State the activity.	
8b. State specifically where it occurs.			
8c. State specifically how often it occurs.		8d. State who conducts such activity.	
9. Are goods, crops, or food of any sort ever made, grown, or produced on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No		9a. If so, specifically describe such goods, crops or food.	
9b. State specifically the number or amount of goods, crops or food made, grown or produced.		9c. State specifically where such goods, crops or food is made, grown or produced.	
9d. State specifically who makes, grows, or produces such goods, crops or food.		9e. State the dollar value of each good, crop or food made, grown or produced.	

Use this area if additional space is needed for answers or if you wish to provide additional information.