



# Supplemental Application for Community Housing Development Organization Improving Property for Low-Income and Moderate-Income Housing Property Tax Exemption Previously Exempt in 2003

Property Tax  
**Form 50-264**

Bexar Appraisal District

Appraisal District's Name

(210) 224-8511

Phone (area code and number)

PO Box 830248 San Antonio, Tx 78282-0240 or 411 N. Frio San Antonio, Tx 78207

Address, City, State, ZIP Code

**GENERAL INSTRUCTIONS:** If you previously filed a valid Application for Community Housing Development Organization Improving Property for Low-Income and Moderate-Income Housing Property Tax Exemption, you must file this application when you acquire additional improved and unimproved real property at any time during the year. You must furnish all information and documentation required by the application.

**APPLICATION DEADLINES:** You must file the completed application not more than the 30th day after the date you acquire the property. This exemption is applicable only to that portion of the year in which the property qualifies for exemption. Property is eligible for this exemption for three years after the date of acquisition, unless the property is rented or offered for rent without profit to a low-income or moderate-income individual or family satisfying eligibility requirements.

You must also file this Supplemental Application by March 31 of the following year, listing any properties that the organization has acquired or sold in this county that received the exemption in the preceding year.

### OTHER IMPORTANT INFORMATION

Pursuant to Tax Code §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.

## STEP 1: State the Year for Which You are Seeking an Exemption

State the year for which you are seeking an exemption

## STEP 2: Provide Name and Mailing Address of Organization and Identity of Person Preparing Application

Name of Organization

Mailing Address

City, State, ZIP Code

Phone (area code and number)

Organization is a (check one):

Partnership     Corporation     Other (specify): \_\_\_\_\_

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 here 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 number, personal identification certificate number, or social security account 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). If the applicant is a charitable organization with a federal tax identification number, the applicant may provide the organization's federal tax identification number in lieu of a driver's license number, personal identification certificate number, or social security account number.



**STEP 3: Describe the Property for Which You are Seeking an Exemption**

Street Address, City, State, and ZIP code \_\_\_\_\_

Legal Description (if known) \_\_\_\_\_ Appraisal District Account Number (if known) \_\_\_\_\_

**Step 4: Primary Use of Property**

Describe the Primary Use of the Property  
\_\_\_\_\_

**Step 5: Date of Acquisition of Property**

Date of Acquisition of the Property: \_\_\_\_\_

**Step 6: Other Information**

Is the property reasonably necessary for operation of the association/organization?  Yes  No

Year initial application granted \_\_\_\_\_ .

List all other individuals and organizations that used this property in the past year, and give the requested information for each. Attach a separate sheet, if necessary.

NAMES	DATES USED	ACTIVITY	RENT PAID, IF ANY

**Step 7: List properties sold or acquired during the preceding year. File by March 31 of the following year.**

This organization acquired or sold the following properties during the preceding year, \_\_\_\_\_. Give the address and legal description of the property, including the appraisal district account number (optional).

**PROPERTY ACQUIRED:**

1. Street Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_

Appraisal District Account Number (if known): \_\_\_\_\_

2. Street Address: \_\_\_\_\_  
Legal Description: \_\_\_\_\_

Appraisal District Account Number (if known): \_\_\_\_\_



3. Street Address: \_\_\_\_\_

Legal Description:

Appraisal District Account Number (if known): \_\_\_\_\_

**PROPERTY SOLD:**

1. Street Address: \_\_\_\_\_

Legal Description:

Appraisal District Account Number (if known): \_\_\_\_\_

2. Street Address: \_\_\_\_\_

Legal Description:

Appraisal District Account Number (if known): \_\_\_\_\_

3. Street Address: \_\_\_\_\_

Legal Description:

Appraisal District Account Number (if known): \_\_\_\_\_

**STEP 8: Read, Sign, and Date**

By signing this application, you certify that the information provided in this application is true and correct to the best of your knowledge and belief.

**sign here** ➔

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**If you make a false statement on this form, you could be found guilty of a Class A misdemeanor or a state jail felony under Section 37.10, Penal Code.**