FLORIDA
DEPARTMENT OF REVENUE

Ad Valorem Tax Exemption Application and Return

(Per 196.195, 196.196, 196.197, 196.2001, 196.2002, Florida Statutes)

Return/Application Number

DR-504
R. 11/01

For use of organizations applying for exempt status under Chapter 196, Florida Statutes which are organized and operated for one or more of the following purpose(s): (Check one or more)

☐ Religious ☐ Literary ☐ Charitable ☐ Scientific ☐ Sewer Water/Wastewater Systems ☐ Education
☐ Hospitals, nursing homes, and homes for special services. ☐ Other _____

A General Information

1. Full Name of Organization:

County Where Property is Located:

2. Complete Address:

Business Phone:

3, Address of Property (if different from above):

4. List All Owners of the Property and their Proportionate Interest:

5. Legal Description (Appraiser's R.E., parcel no., etc. may be substituted):

6a. Is the organization incorporated?
☐ Yes ☐ No

6b. If no, what is form of organization?

6c. If yes, is the organization exempt from federal income tax under
☐ 501(c) (3), I.R.C.
☐ 501(c) (12), I.R.C., Water, Wastewater Systems, 196.2002, F.S.
☐ 115 (a), I.R.C. of 1954, Sewer and Water, 196.2001, F.S.
Provide a copy of the current exemption determination letter from the Internal Revenue Service.

7a. Is any of this property rented or leased?
☐ Yes ☐ No

7b. If yes attach a copy of all active rental and/ or lease contracts last year.

8. Owner's statement of full value:

Real property improvements ..... $ .....
Real property land ..... $ .....
Tangible personal property ..... $ .....

9. What is the property used for?

10. Is any portion of the above described property used for non-exempt purposes? ☐ Yes ☐ No (If yes attach detailed explanation)

Attach Extra Sheet if Necessary

B	**Attachments** You must attach the following information except when applying for exemption as an educational institution.

(A) If incorporated, a copy of your articles of incorporation, or if not incorporated, a copy of your constitution, articles of association, declaration of trust or other document setting forth your aims and purposes. (Also, enclose any amendments thereto.)

(B) A statement indicating the salaries, fees, loans, commissions, gratuities or other compensation of any officer, director, trustee, member or stockholder of this organization.

(C) A statement indicating the guarantee of any loan to or obligation of any officer, director, trustee, member or stockholder of this organization.

(D) Any contracts between the applicant and any officer, director, trustee, member or stockholder of the applicant pertaining to: 1. rendition of service, 2. provision of goods or supplies, 3. the management of the applicant, or 4. the construction or renovation of the applicant.

(E) A schedule of the following:
1. salaries for the operation of the applicant; 2. services rendered to the applicant; 3. supplies and materials used by the applicant; 4. reserves for repair, replacement and depreciation of the property of the applicant; and 5. mortgage, lien, and encumbrance payments for the property of the applicant.

(F) A statement indicating the charges made by the applicant for its services.

(G) A statement indicating to what degree the proceeds of the sale, lease, or other disposition of the applicant's property will inure to the benefit of the members, directors, or officers of the applicant.

C	**Hospitals, Nursing Homes, and Homes for Special Services**	Organizations filing for exemption under any of these categories must include the following information in addition to completing Sections A & B.

1. Did you posses a valid license granted under Chapter 395 or 400, Florida Statutes, on January 1 of this year? ☐ Yes ☐ No

2. Have you qualified under Section 501(c)(3) United States Internal Revenue Code 1954? ☐ Yes ☐ No

WHO MUST FILE? Any religious, literary, charitable, scientific organizations, hospitals, nursing homes, homes for special services; sewer, waste, wastewater systems not-for-profit corporations.
WHERE TO FILE? The application return must be filed with the County Appraiser in the respective county where the property is located.
WHEN TO FILE? Application or return must be filed each year on or before March 1.
ATTACHMENTS: Every attachment must show the name and address of the organization, the date, an identifiable heading, and that it is an attachment to Form DR-504.

Every organization applying or returning for exemption must complete Section A. Every organization, except educational institutions, must attach the information required in Section B. Hospitals, nursing homes, and homes for special services must complete Section C in addition to A and B.

I certify all information on this form and any attached statements, schedules, etc., are true and correct to the best of my knowledge as of January 1 of this year.

Signed _____ Date _____

Title _____