

STATE OF WISCONSIN

Property Tax Year 20 ____



Failure to file this form with the assessor by March 1 may result in a fine of up to \$500 and/or a loss of exempt status.

LOW-INCOME HOUSING EXEMPTION PROPERTY OWNER'S CERTIFICATION OF OCCUPANCY

This form must be filed with the assessor by March 1 to qualify for a property tax exemption as low-income housing (Sec. 70.11(4a)(g)1, Wis. Stats.). When evaluating this form, the assessor may request a list identifying each unit that was occupied on January 1, the income category that applies to that particular unit, a copy of the housing contract, and any other information necessary to determine eligibility. (Sec. 70.11(4a)(g)4)

SECTION 1 – APPLICANT INFORMATION			
Project Name			
Project Address (<i>street address</i>)			
City	State	Zip	County
Contact Person	Phone	Email address	

SECTION 2 – INCOME LIMITS

When completing this section, give totals for all sites included in the project*. Use the HUD income limits for the current tax year when completing items 1-4 below. Income limits are available by county on the following HUD web site: www.huduser.org/datasets/il.html

	# of Units	% of Total Units	Internal Use Only		
1. Total number of units in this project (all sites)	_____		75% Test	Pass	Fail
2. Occupied by persons above the HUD income limit for low income housing. To calculate percentage, divide units on line 2 by the total units on line 1	_____	_____	20% Test	Pass	Fail
3. Occupied by, or vacant and only available to, persons at or below the HUD very-low income limit. To calculate percentage, divide units on line 3 by total units on line 1	_____	_____	40% Test	Pass	Fail
4. Occupied by, or vacant and only available to, persons whose income falls at or below 120% of the HUD very-low income limit. To calculate percentage, divide the units on line 4 by the total units on line 1	_____	_____	10/30 Acres	Pass	Fail

NOTE The sum of lines 2, 3 and 4 may be greater than the total number of units because line 4 includes units identified in item 3.

* A project is defined as all the sites covered under a single contract.

Taxable
 Partially Exempt
 Exempt

SECTION 3 – PROJECT TYPE

On January 1 this property was under contract with the following agency to provide low-income housing:

- WHEDA (project in existence prior to January 1, 2008)
- WHEDA (project *not* in existence prior to January 1, 2008)
- Department of Housing and Urban Development (HUD)
- Department of Agriculture, Rural Development
- Other:

Contract #

Contract effective dates

Submit a copy of the contract if this is a new exemption request or if the contract has been modified in the past year.

SECTION 4 – SITE INFORMATION (Complete this section if there are multiple sites under the same contract.)

This project has multiple sites within the municipality (*list address and unit information for each site*)

Site 1 Address		Parcel number(s)
	← Enter total units at this site occupied by persons above HUD low income limits	
Site 2 Address		Parcel number(s)
	← Enter total units at this site occupied by persons above HUD low income limits	
Site 3 Address		Parcel number(s)
	← Enter total units at this site occupied by persons above HUD low income limits	
Site 4 Address		Parcel number(s)
	← Enter total units at this site occupied by persons above HUD low income limits	
Site 5 Address		Parcel number(s)
	← Enter total units at this site occupied by persons above HUD low income limits	

Section 70.11(4a), Wis. Stats., limits acreage for a project to no more than 30 acres within a single municipality and no more than 10 acres at a given site. Projects exceeding these limits may be partially taxable.

SECTION 5 – CERTIFICATION

I certify that the information submitted on this form reflects that provided to the appropriate federal or state agency.

Owner's or Representative's Name	Title
Signature of Owner or Representative	Date