

UNRELATED BUSINESS INCOME REPORT (s. 70.339, Wis. Stats.)

See instructions on reverse side

Submit to taxation district clerk on or before March 15

Name of Owner	Address of Owner	Telephone Number
Name of Agent or Representative	Address of Agent or Representative	Telephone Number
Type of Organization	Purpose of Organization	

Check proper box and enter name of taxation district and county in which exempt property is located:

Town

Village OF:

City

County

Legal Description (attach additional sheets if necessary)

Acres _____

Parcel Number _____

Address of Property _____

Describe the property used in trade or business:

Structure Use	Age	Total Sq. Ft. of Floor Area	Stories	Type of Construction

Describe the activities engaged in to conduct the trade or business:
(attach additional sheets if necessary)

What percentage of the organization's income is attributable to the trade or business?

What percentage of time is the property used for the trade or business?

Signature	Date
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INSTRUCTIONS

This form must be completed **annually** by all exempt organizations that own property used during the past year in a trade or business for which the owner of the property was subject to taxation under sections 511 to 515 of the Internal Revenue Code as defined in s. 71.22(4m), Stats. This form must be filed with the taxation district clerk by March 15.

Name of Owner - The owner of the exempt property.

Address of Owner - The address of the administrative office or headquarters.

Name, Address, and Telephone Number of the Agent or Representative - The name, address, and telephone number of a person who can be contacted concerning the use of the property in a trade or business.

Type of Organization - Refers to a natural person, firm, partnership, joint venture, joint stock company, association, public or private corporation, the state of Wisconsin, and all political subdivisions, cooperative, estate, trust, receiver, executor, administrator, fiduciary, and any representative appointed by order of any court or otherwise acting on behalf of others.

Purpose of Organization - Refers specifically to the purpose of the organization exempted by statute, example: church, bible camp, nursing home, women's club, etc.

Location of Property - The taxation district and county in which the exempt property is located.

Legal Description - The description of the property as shown on the deed or in the assessment roll.

Parcel number - The parcel number as shown on the assessment roll.

Address of Property - The number and street name at which the exempt property is located.

DESCRIPTION OF PROPERTY USED IN TRADE OR BUSINESS:

Structure Use- Indicate the use of each structure or part of structure used to conduct the trade or business.

Age - The date the structure was built. If unknown, give best estimate.

Total Sq. Ft. of Floor Area - The total square feet of floor area. Multiply the length times the width using exterior dimensions for each floor (include basement area).

Stories - The number of stories for each structure.

Type of Construction - Examples of construction: wood frame, steel frame, reinforced concrete.

Description of activities engaged in to conduct the trade or business - Refer specifically to the type of activity that generated unrelated business income. **Include the amount of income generated.**

Note: If you do not file this form by the due date, you will be notified by certified mail that failure to file the form is subject to penalty. If you do not file this form within 30 days after notification, you are subject to a penalty of \$10 for each succeeding day on which the form is not received by the taxation district clerk. The maximum amount of the penalty is \$500.