NORTH DAKOTA housing FINANCE AGENCY

EXEMPTION FROM PROPERTY TAXATION APPLICATION

COMMUNITY HOUSING AND GRANTS MANAGEMENT

SFN 61058 (06/26)

PROPERTY INFORMATION

Project Name (the "Project")			
Physical Address(es)	City	State	ZIP Code

		Units within the Parcel	
Parcel Number(s) Seeking Certification	Short Legal (lot, block, plat/subdivision)	Number of Restricted	Total Number

OWNER INFORMATION

Parcel(s) Owner's Legal Name (the "Owner")

Owner's Legal Entity Type

- ☐ Individual
- ☐ Limited Partnership
- ☐ Housing Authority
- ☐ General Partnership
- ☐ Local Government
- ☐ Corporation
- ☐ Non-Profit Corporation
- ☐ Limited Liability Co
- ☐ Other

If you checked Other, specify			
Mailing Address	City	State	ZIP Code

Primary Contact Name	Telephone Number	Email Address

DOCUMENTATION

1. Mark documentation enclosed. Copies are acceptable unless otherwise indicated.

☐ Dated building permit authorized by the issuing jurisdiction for each residential structure.

☐ Legally enforceable Land Use Restrictive Agreement (LURA) encompassing each parcel listed.
- LURA enumerating the mandatory income and rent restrictions.
- LURA verifying the parcel(s) and/or legal description(s) it encompasses.
- Most recent signed and dated verification of compliance from the respective monitoring entity/agency for each LURA the Project is subject to.

☐ If the Project is not subject to monitoring by a state or federal agency, the following must be provided:
- Current Tenant Income Certification(s) for each resident residing in an income-restricted unit.
- Current rent-rolls and/or an attestation of current rents for each rent-restricted unit.

☐ Verification of each Parcel's Legal Owner, Parcel Number and corresponding Short Legal Description with one of the following:
- Current property tax statement.
- Verification letter from the assessing municipality.

☐ Parcel(s) Legal Owner must be, or must be majority controlled by, a Political Subdivision or a Qualified Nonprofit entity as defined in the Internal Revenue Code [26 U.S.C. 42]. Provide either of the following:
- Qualified Nonprofit - provide the nonprofit's IRS nonprofit status verification letter.
- Political Subdivision - provide the IRS verification of Tax ID Number.

2. Does a for-profit entity have an ownership interest in any Parcel(s), the Project and/or the Owner listed above?

◯ If yes, continue with Question #3 ◯ If no, submit signed application with documentation marked above.

3. The following documentation must be provided to satisfy for-profit exemption requirements.

☐ The nonprofit entity holding an ownership interest must be granted the Right of First Refusal in any transfer of ownership interest by a for-profit entity. (After Compliance Period for Low Income Housing Tax Credit properties.)

☐ Any transfer of ownership interest by a for-profit entity must be without financial gain.

☐ The General Partner or other ownership entity managing or controlling the Owner is majority controlled by a qualified nonprofit entity or political subdivision.

4. Provide the following for any for-profit entity(s) involved in the transaction.

☐ For any Partnership - Current and fully executed Partnership Agreement, any Amendment(s) or Restatement(s) to the Partnership Agreement, any addenda and/or Exhibits identified in these documents, IRS verification of Tax ID Number for any entity holding an ownership interest in the General Partner(s).

☐ For any Limited Liability Company - IRS verification of Tax ID Number, Operating Agreement, verification of LLC Member Control, IRS verification of Tax ID Number for each member.

This application and any attachments are made UNDER THE PAINS AND PENALTIES OF PERJURY.

Owner's Authorized Agent	Title	
Signature		Date