

# Form OR-A-OOAH

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(Rev. 01-13-22, ver. 01)

Oregon Department of Revenue



Office use only

## Application for Real and Personal Property Tax Exemption

Use this form for property burdened by an affordable housing covenant used permanently for affordable owner-occupied housing. **[Chapter 466, Oregon Laws 2021]**

- This application is filed **ANNUALLY** for each year the exemption is sought.
- File this form with the county assessor on or before April 1 for the ensuing tax year. See page 3 of this form for late filing information.
- The applicant is obligated to prove the property meets the requirements for exemption. Include all documents or information that show the exemption is appropriate.
- Complete all pages of this form.
- This form is available online on the Department of Revenue's website at: [www.oregon.gov/dor](http://www.oregon.gov/dor).

Name of organization or person claiming exemption	Phone		
Address	City	State	ZIP code
Email			

### Part A—Application for exemption

Exemption requested for tax year (YYYY-YYYY):  _____	Is this your first time applying for this exemption?  <input type="checkbox"/> Yes <input type="checkbox"/> No  When did you last apply for this exemption? (MM/DD/YYYY): <input type="text"/>
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### Part B—Property description

Account number (as shown on owner's property tax statement)			
Physical address	City	State	ZIP code

The property exemption is being claimed is (check one):

- ☐ Land (**complete Part C & D**) ☐ Condominium as defined in ORS 100.005 (**complete Part E**)

### Part C—Land

Is there an improvement on the land?

- ☐ Yes Describe improvement: \_\_\_\_\_ Does the improvement constitute owner-occupied housing? ☐ Yes ☐ No
- ☐ No

If the answer to either question above is "no," how is the property being used? Check all that apply:

- ☐ Owner-occupied housing is being constructed or rehabilitated on the land. Rehabilitation beginning date (MM/DD/YYYY):   
Expected completion date (MM/DD/YYYY):
- ☐ The land is being held for the construction of owner-occupied housing. Purchase date: (MM/DD/YYYY):
- ☐ Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

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## Part D—Owner-occupier and use information of land

Is the housing improvement on land currently being occupied by the owner?

☐ **YES** If yes, complete the following: **NOTE:** Include a copy of any relevant lease agreements.

Owner/occupier name	Phone — —		
Address	City	State	ZIP code
Email			

☐ **NO** If no, why is it vacant? (check all that apply). **NOTE:** Additional documentation may be required.

- ☐ The housing on the land is unoccupied while offered for sale as owner-occupied housing. ☐ The owner is required to be absent by reason of health or active military service.
- ☐ The owner-occupied housing is being rehabilitated:

Rehabilitation beginning date (MM/DD/YYYY):  /  /  Expected completion date (MM/DD/YYYY):  /  /

☐ Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

## Part E—Condominium units

Is the condominium unit currently occupied by the owner?

☐ Yes ☐ No If no, why is it vacant? (check all that apply).

- ☐ The unit is unoccupied while offered for sale as owner-occupied housing. ☐ The owner is required to be absent by reason of health or active military service.

☐ The unit is being rehabilitated and will constitute owner occupied housing after the rehabilitation is complete:

Rehabilitation beginning date (MM/DD/YYYY):  /  /  Expected completion date (MM/DD/YYYY):  /  /

☐ Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

## Part F—Covenant information

Covenant holder name	Phone — —		
Address	City	State	ZIP code
Email			

Covenant term beginning date (MM/DD/YYYY):  /  /  Covenant term end date (MM/DD/YYYY):  /  /

**NOTE: A copy of the covenant must be included with this application.**

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## Part G—Late fee information

A form filed after April 1 preceding the tax year for which exemption is claimed, but on or before December 31 of the tax year, **must** be accompanied by a late fee. See *Form OR-A-OOAH Instructions, 150-310-667-1*, for additional late filing information.

Is a late fee attached?

☐

Yes

☐

No

Exemption requested for tax years: \_\_\_\_\_

## Part H—Declaration

I declare under the penalties for false swearing [ORS 305.990(4)] that I have examined this document (and attachments) and to the best of my knowledge they are true, correct, and complete. **Must be signed by the president, proper officer, head official, or authorized delegate of the organization. Applications for application for exemption of a condominium unit must be signed by the condominium owner.**

Authorized individual name (print)		Title	
Address		City	State ZIP code
Email		Phone — —	
<b>Sign here</b> ➔	Authorized individual signature		Date
	X		<input type="text"/>

## FOR ASSESSOR USE ONLY

Date received <input type="text"/>		Account number	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	By county _____	Late filing fee amount \$ _____