

FORM – 007

_____ MUNICIPALITY / CORPORATION

APPLICATION FOR TAX EXEMPTION

File No
(to be generated by CSC)

A. Applicant Particulars:

1. Name of the Applicant	
2. S/o, D/o, W/o.	
3. Postal Address of the Applicant	
4. Contact (Mobile) No.	
5. Door No.	
6. Assessment No.	

B. Tax Exemption particulars:

Reason for Tax exemption:

- i. Places set apart for public worship []
- ii. Choultries []
- iii. Recognized Educational Institutions / Charitable Institutions. []
- iv. Ex-Service men / In-service men of Army []
- v. Retired Pensioners Association []
- vi. NGO Homes / Teachers Association Buildings []

C. Enclosures:

- 1. In case of recognized Educational Institutions:
 - i. Copy of Educational Institute recognition order
 - ii. Copy of State Gazette/District Gazette, in which the Trust (or) Organization is notified as Charitable Institution by the Commissioner of Endowments.
 - iii. Copy of registered Trust Deed under Registration Act, 1908.
 - iv. Copies of Minutes of the meeting of the Trust/Organization for the last 3 years
 - v. Copies of Annual Reports/ Audit Reports /Annual Accounts of the organizations, for the last (3) years

2. In case of charitable institutions:-

- i.
- ii.
- iii.
- iv.
- v.

3. In case of Ex-Service Man/In-Service man:

- i. Proof of identify
- ii. Photo of the Applicant

4. In case of Retired Pensioners Association:

- i. Copy of Association recognition order of the Government
- ii. Copy of resolution for making a request for exemption of property tax which is passed in the Association

5. In case of NGO Homes/Teachers Association Buildings

- i. Copy of Association recognition order of the Government
- ii. Copy of resolution for making a request for exemption of property tax which is passed in the Association

Applicant Undertaking

I hereby declare that all the information mentioned above is true to my knowledge. In case of any discrepancies I will be held responsible

Signature of the Applicant

Office Use only

I have verified the application and the enclosures and the application qualifies for further verification.

Name & Signature of the Receiver