

# Exemption by Classification Application

City Assessor's Office  
135 N. Union Street – Suite 301  
Petersburg, Virginia 23803  
[www.petersburg-va.org/148/City-Assessor](http://www.petersburg-va.org/148/City-Assessor)

**This form may be submitted to the City Assessor's Office (135 N. Union St. – Suite 301, Petersburg, VA 23803) to claim exemption by classification pursuant to Article X, Section 6(a)(1) through (4) of the Virginia Constitution, or pursuant to the Code of Virginia, 58.1-3606 and 58.1-3609, in lieu of a letter containing the same information.**

\_\_\_\_\_ Check here if a personal property exemption is also being requested

**Complete a separate application for each individual parcel of real estate for which an exemption is being sought.**

Parcel \_\_\_\_\_ Date Purchased \_\_\_\_\_

Land Assessment \_\_\_\_\_ Improvement Assessment \_\_\_\_\_ Total Assessment \_\_\_\_\_

Property Address \_\_\_\_\_

Property Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Name, Title and Contact Information (Telephone & Email) of official representatives that might be contacted if there are questions.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

1. Is the property owner chartered or incorporated under the laws of the Commonwealth of Virginia? Yes \_\_\_\_\_ No \_\_\_\_\_

2. For what purpose is the owner chartered, incorporated, or otherwise in existence?

\_\_\_\_\_  
\_\_\_\_\_

3. Please provide a specific explanation of the use of the property

\_\_\_\_\_  
\_\_\_\_\_

4. Does any individual or entity other than the property owner occupy or use any part of the property?

\_\_\_\_\_

5. Is any income received from the use of any portion of the property whether considered as rent or reimbursement of services incurred? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide details \_\_\_\_\_

\_\_\_\_\_

6. Under sections A, B or C please check the qualifying use for which exemption is being sought (one only).

A. Article X, Section 6 of the Constitution of Virginia – current qualifying uses;

- owned and exclusively occupied by churches or religious bodies for religious worship or for residences of their ministers
- private or public burying grounds or cemeteries, not operated for profit
- public libraries or institutions of learning not conducted for profit
- land subject to a perpetual easement permitting inundation by water

B. If land acquired before July 1, 1971 these uses may qualify;

- YMCA and similar religious associations 58.1-3606(A)5
- parks and playgrounds held by trustees for perpetual use of the general public 58.1-3606(A)6
- benevolent and charitable organizations used exclusively for lodge purposes or meeting rooms 58.1-3606(A)7
- nonprofit corporations organized to establish and maintain a museum 58.1-3606(A)8

C. If land acquired on or after July 1, 1971, these uses may qualify;

- volunteer fire departments and rescue squads 58.1-3610
- boys clubs affiliated with the Boys Clubs of America, Inc. 58.1-3611
- auxiliaries of the Veterans of World War I, USA, Incorporated 58.1-3612
- Societies for the Prevention of Cruelty to Animals 58.1-3613
- Boy Scouts and Girl Scouts of America and their subsidiaries 58.1-3614
- Home Demonstration Clubs, 4-H Clubs and Future Farmers of America 58.1-3615
- American National Red Cross and local chapters 58.1-3616
- Churches and religious bodies 58.1-3617
- College alumni associations and foundations 58.1-3618
- The State Future Farmers of America, Future Homemakers of America and Future Business Leaders of America 58.1-3619
- Farm club associations 58.1-3621
- Habitat for Humanity and local affiliates 58.1-3622

7. Does the applicant have an exemption from taxation under the Internal Revenue Service Code, Section 501c or any other provision of the Internal Revenue Service Code?

Yes, 501c  Yes, other  No

If yes, please provide IRS identification number \_\_\_\_\_ and the date of the IRS ruling \_\_\_\_\_

8. Does the applicant have a license for serving alcoholic beverages issued by the Virginia Alcohol Beverage Control Board for use on this property? Yes  No

If yes, please explain \_\_\_\_\_

\_\_\_\_\_

9. Please attach the following supporting documents

\_\_\_\_\_ The most recent financial statements or forms filed with the IRS reflecting income and expenses for the most recent 12-month reporting period.

\_\_\_\_\_ A list of names of all current trustees

\_\_\_\_\_ A list of the names and compensation of all directors, officers and employees of the organization

10. Does any part of the organization's net earnings inure to the benefit of any individual?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

11. Please describe any activities of the organization that involve lobbying efforts or otherwise attempt to influence legislation. Also describe if the organization participates in any political campaigns on behalf of any candidate for public office.

\_\_\_\_\_  
\_\_\_\_\_

Please certify to the following statement, or provide an explanation why you cannot.

I certify that the applicant has no rule, regulation, policy, or practice that unlawfully discriminates on the basis of religious conviction, race, color, sex, or national origin.

ORGANIZATION: \_\_\_\_\_

By: Officer's Name \_\_\_\_\_

Officer's Title \_\_\_\_\_

Date \_\_\_\_\_

STATE OF VIRGINIA  
CITY OF PETERSBURG

\_\_\_\_\_ (Officer's Name) being duly sworn, deposes, and states that as the

\_\_\_\_\_ (Officer's Title) of \_\_\_\_\_

(Legal Name of Ownership Organization), he or she has read this application and knows the contents thereof and that the matters stated are true.

\_\_\_\_\_  
(Signature of Officer)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

STATE \_\_\_\_\_

CITY \_\_\_\_\_

\_\_\_\_\_  
(Notary Public)

My commission expires: \_\_\_\_\_