



**NEW YORK STATE DEPARTMENT OF TAXATION & FINANCE  
OFFICE OF REAL PROPERTY TAX SERVICES**

**APPLICATION FOR REAL PROPERTY TAX  
EXEMPTION FOR RESIDENTIAL-COMMERCIAL URBAN EXEMPTION PROGRAM  
(Real Property Tax Law, Section 485-a)**

(Instructions for completing this form are contained in Form RP-485-a-Ins)

1. Name and telephone no. of owner(s) \_\_\_\_\_  
\_\_\_\_\_  
Day No. ( ) \_\_\_\_\_  
Evening No. ( ) \_\_\_\_\_  
E-mail address (optional) \_\_\_\_\_
2. Mailing address of owner(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Location of property (see instructions)  
\_\_\_\_\_  
Street address \_\_\_\_\_ School district \_\_\_\_\_  
\_\_\_\_\_  
City/Town \_\_\_\_\_ Village (if any) \_\_\_\_\_  
Property identification (see tax bill or assessment roll)  
Tax map number or section/block/lot \_\_\_\_\_
4. General description of property for which exemption is sought (if necessary, attach plans or specifications): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Use of Property: \_\_\_\_\_
6. Describe alteration, installation or improvement made to convert the non-residential property to mixed-use: \_\_\_\_\_  
\_\_\_\_\_
7. Cost of alteration, installation or improvement: \_\_\_\_\_
8. Date construction of alteration, installation or improvement was commenced: \_\_\_\_\_  
\_\_\_\_\_
9. Date completed (attach certificate of occupancy or other documentation of completion): \_\_\_\_\_  
\_\_\_\_\_

10. Other exemptions.

a. Is the property receiving or has it ever received any other exemption from real property taxation?  
 Yes  No

b. If yes, what exemption was received? \_\_\_\_\_ When? \_\_\_\_\_

Were payments in lieu of taxes made during the term of that exemption? \_\_\_\_\_

If so, attach a schedule showing the amounts and dates of such payments, and the purposes for which such payments were made (i.e., school district, general municipal, etc.). Also attach any related documentation, such as a copy of the agreement under which such payments were made.

**CERTIFICATION**

I, \_\_\_\_\_, hereby certify that the information on this application and any accompanying pages constitutes a true statement of facts.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FOR ASSESSOR'S USE**

1. Date application filed: \_\_\_\_\_ 2. Applicable taxable status date: \_\_\_\_\_

3. Action on application:  Approved  Disapproved

4. Assessed valuation of parcel in first year of exemption: \$ \_\_\_\_\_

5. Increase in total assessed valuation in first year of exemption: \$ \_\_\_\_\_

6. Amount of exemption in first year:

	Percent	Amount
County	_____	\$ _____
City/Town	_____	\$ _____
Village	_____	\$ _____
School District	_____	\$ _____

\_\_\_\_\_  
Assessor's signature

\_\_\_\_\_  
Date