

APPLICATION FOR EXEMPTION OF NEW PERSONAL PROPERTY

Issued under P.A. 328 of 1998. Filing is voluntary. An exemption will not be received until approved by the State Tax Commission.

INSTRUCTIONS: Read instructions on the back of this form before completing this application. File the original and four copies of this form and the required attachments (five complete sets) with the clerk of the local government unit.

TO BE COMPLETED BY THE APPLICANT

1. Applicant/Company Name (Applicant must be an ELIGIBLE BUSINESS)		2. County
Company Mailing Address (No. and Street, P.O. Box, City, State, ZIP)		3. City/Township/Village
Location of Eligible Business (No. and Street, City, State, ZIP) (Attach legal description)		4. Local School District
5. Check below the type of business in which you are engaged and provide a detailed description of the business operation on a separate sheet		
<input type="checkbox"/> Manufacturing <input type="checkbox"/> Research & Development <input type="checkbox"/> Office Operations <input type="checkbox"/> Mining <input type="checkbox"/> Wholesale Trade		
6a. Identify type of ELIGIBLE DISTRICT where Eligible Business	6b. Governing Unit that Established ELIGIBLE DISTRICT	6c. Date ELIGIBLE DISTRICT was Established
7. Name of Person in the Eligible Business to Contact for Further Information		8. Phone
9. Mailing Address		

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which application is being made. The undersigned, authorized officer further certifies that the applicant is an Eligible Business as defined in P.A. 328 of 1998.

10a. Type Name of Company Officer	11. Title
10b. Signature	12. Date

TO BE COMPLETED BY THE CLERK OF LOCAL GOVERNMENT UNIT

13. Name of Local Governmental Unit Which Passed Resolution for Exemption of New Personal Property	14. Date of Resolution (Attach Copy)	15. Expiration Date of Exemption
16. Type of Business (See line 5 above)	17. Date that the assessor and the taxing units were notified and afforded an opportunity for a hearing.	
18. Signature	19. Date	

THIS SECTION FOR USE BY THE STATE TAX COMMISSION	
Application No.	Date Received
<input type="checkbox"/> Approve	<input type="checkbox"/> Deny

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Instructions

As a supplement to the following instructions, please read State Tax Commission (STC) Bulletin No. 9 of 1999 which explains the provisions of Public Act (P.A.) 328 of 1998, as amended.

Line 1: P.A. 328 of 1998, as amended, states that, to qualify for exemption, New Personal Property must be owned or leased by an Eligible Business. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a copy of the legal description for the property where the Eligible Business is located must be attached.

Line 2, 3, 4: Indicate the county; the city or township; or village; and the local school district in which the New Personal Property and the Eligible Business will be located.

Line 5: P.A. 328 of 1998, as amended, provides that an Eligible Business must be engaged in one of the following types of businesses: manufacturing, mining, research and development, wholesale trade, or office operations. Please see page 2 of STC Bulletin No. 9 of 1999 for the definition of an Eligible Business. Please note that a detailed description of the business operation must be provided on a separate sheet.

Line 6: P.A. 328 of 1998, as amended, provides that New Personal Property and the Eligible Business must be located in an Eligible District. Please see page 4 of STC Bulletin No. 9 of 1998 for a listing of the eight different types of Eligible Districts.

Line 7: If there is someone in your business, other than the person signing this application, who should be contacted if further information is needed, please name the person on line 7.

Line 10b: Please note that a signature is required on line 10b. This application cannot be processed without a signature.

Lines 13 to 19: These lines must be completed by the Clerk of the Local Governmental Unit which has adopted the resolution required by P.A. 328 of 1998, as amended.

Please note that a copy of the resolution must be sent to the State Tax Commission along with this application. If any of the information requested on lines 13 to 19 is missing, this form will be returned to the Clerk.