



# TOWN OF VERNON

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OFFICE OF THE ASSESSOR

August 1, 2017

To: Tax Exempt Organization

From: Town Assessor

Subject: Filing of Quadrennial Tax Exempt Report in 2017 (Mandatory)

**To all Scientific, Educational, Literary, Historical, Charitable, Agricultural, Horticultural and Private Secular Cemetery Organizations:**

Under Connecticut General Statutes 12-81 (7, 10, & 11) starting in 1965, & 12-87, all claiming an exemption, 12-81 (16) (certain hospital societies & sanatoriums) starting in 1967 must file a tax-exempt report with the Vernon Assessor every four years to validate their exemption status.

Enclosed is a blank form to be returned to the Vernon Assessor **no later than November 1, 2017**. Please fill this form out completely. If you have any questions, please contact me as soon as possible. Organizations that have been exempt should check the box labeled RENEWAL.

The following documentation is required to be attached with the application:

1. A copy of the Organization's Internal revenue tax exempt certificate under Section 501 (c) or 501 (d) of the IRS Code.
2. Copies of the Organization's Bylaws and or Charter, if applicable.

A partial exemption, (12-88), may be granted if a portion of the real estate is not being used exclusively for tax exempt purposes. Property that may be exempt though not presently in use, for reason of absence of buildings and improvements, may be exempt if the building and improvements are in progress.

Any non-religious organization failing to file within the proper time frame will forfeit their tax-exempt status with the Town of Vernon for that grand list year. If the Assessor grants a sixty-day extension, a late payment fee of \$35.00 must be paid to the town in which the property is located by the organization claiming exemption.

Sincerely,

David A. Wheeler, CCMA II, CRA  
Town Assessor