

# Form OR-A-OAH

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(Rev. 12-06-23, ver. 01)

Oregon Department of Revenue



Office use only
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## Application for Property Tax Exemption

Use this form for property burdened by an affordable housing covenant used permanently for affordable owner-occupied housing. **ORS 307.555 and 307.558**

- This application is filed **ANNUALLY** for each year the exemption is sought.
- File this form with the county assessor on or before April 1 for the ensuing tax year. See page 3 of this form for late filing information.
- The applicant is obligated to prove the property meets the requirements for exemption. Include all documents or information that show the exemption is appropriate.
- Complete all pages of this form.
- This form is available online on the Department of Revenue's website at: [www.oregon.gov/dor](http://www.oregon.gov/dor).

Name of organization or person claiming exemption	Phone		
Address	City	State	ZIP code
Email			

### Part A—Application for exemption

Exemption requested for tax year (YYYY-YYYY): _____	Is this your first time applying for this exemption? <input type="checkbox"/> Yes <input type="checkbox"/> No  If "no," when did you last apply for this exemption? (MM/DD/YYYY): _____ / ____ / ____
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### Part B—Property description

Account number (as shown on owner's property tax statement) \_\_\_\_\_

Physical address	City	State	ZIP code
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The property exemption is being claimed is (check one):

- Land (**complete Part C & D**)     Condominium as defined in ORS 100.005 (**complete Part E**)

### Part C—Land

Is there an improvement on the land?

- Yes    Describe improvement: \_\_\_\_\_    Does the improvement constitute owner-occupied housing?     Yes     No
- No

If the answer to either question above is "no," how is the property being used? Check all that apply:

- Owner-occupied housing is being constructed or rehabilitated on the land.    Rehabilitation beginning date (MM/DD/YYYY): \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Expected completion date (MM/DD/YYYY): \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_
- The land is being held for the construction of owner-occupied housing.    Purchase date: (MM/DD/YYYY): \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_
- Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

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## Part D—Owner-occupier and use information of land

Is the housing improvement on land currently being occupied by the owner?

**YES** If yes, complete the following: **NOTE:** Include a copy of any relevant lease agreements.

Owner/occupier name	Phone		
Address	City	State	ZIP code
Email			

**NO** If no, why is it vacant? (check all that apply). **NOTE:** Additional documentation may be required.

The housing on the land is unoccupied while offered for sale as owner-occupied housing.  The owner is required to be absent by reason of health or active military service.

The owner-occupied housing is being rehabilitated:

Rehabilitation beginning date (MM/DD/YYYY):  /  /  Expected completion date (MM/DD/YYYY):  /  /

Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

## Part E—Condominium units

Is the condominium unit currently occupied by the owner?

Yes  No If no, why is it vacant? (check all that apply).

The unit is unoccupied while offered for sale as owner-occupied housing.  The owner is required to be absent by reason of health or active military service.

The unit is being rehabilitated and will constitute owner occupied housing after the rehabilitation is complete:

Rehabilitation beginning date (MM/DD/YYYY):  /  /  Expected completion date (MM/DD/YYYY):  /  /

Other. Explain: \_\_\_\_\_

If vacant, how long has the property been vacant? \_\_\_\_\_

## Part F—Covenant information

Covenant holder name	Phone		
Address	City	State	ZIP code
Email			

Covenant term beginning date (MM/DD/YYYY):  /  /  Covenant term end date (MM/DD/YYYY):  /  /

**NOTE: A copy of the covenant must be included with this application.**

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## Part G—Late fee information

A form filed after April 1 preceding the tax year for which exemption is claimed, but on or before December 31 of the tax year, **must** be accompanied by a late fee. See *Form OR-A-OAH Instructions, 150-310-667-1*, for additional late filing information.

Is a late fee attached?

Yes     No    Exemption requested for tax years: \_\_\_\_\_

## Part H—Declaration

I declare under the penalties for false swearing [ORS 305.990(4)] that I have examined this document (and attachments) and to the best of my knowledge they are true, correct, and complete. **Must be signed by the president, proper officer, head official, or authorized delegate of the organization. Applications for application for exemption of a condominium unit must be signed by the condominium owner.**

Authorized individual name (print)		Title	
Address		City	State    ZIP code
Email		Phone —    —	
<b>Sign here</b> →	Authorized individual signature	Date	
	X	<input type="text"/>	

## FOR ASSESSOR USE ONLY

Date received	<input type="text"/>	Account number	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	By county _____	Late filing fee amount	\$ _____