

**SECTION 42 TAX CREDIT PROPERTY QUESTIONNAIRE**  
**INCOME QUESTIONNAIRE FOR THE 36 MONTHS FROM: 2023 TO 2025**

**PROPERTY AND OWNERSHIP INFORMATION:**

- Project Name \_\_\_\_\_
- Owner: \_\_\_\_\_
- Address \_\_\_\_\_  
 (FOR MULTIPLE PROPERTY ACCOUNTS, ESPECIALLY SCATTERED SITES, PLEASE PROVIDE A LIST OF EACH ADDRESS AND TAX ACCOUNT NUMBER)

TOTAL UNITS: \_\_\_\_\_ # OF VACANT UNITS: \_\_\_\_\_ TYPE: Townhouse  Garden  Mid-Rise  High-Rise  Mixed   
 YEAR BUILT: \_\_\_\_\_ # OF STORIES: \_\_\_\_\_ CONDITION: \_\_\_\_\_

**SERVICES & UTILITIES INCLUDED IN RENT:** (Check next to each if included in rent)

Heat  A/C  Gas  Electricity  Carpets  Drapes  Washer/Dryer

RENT PER MONTH SCHEDULE	TOTAL UNITS	30% MEDIAN		40% MEDIAN		50% MEDIAN		60% MEDIAN		MARKET RATE		OTHER (MGR, ETC.)	
		UNITS	RENT	UNITS	RENT	UNITS	RENT	UNITS	RENT	UNITS	RENT	UNITS	RENT
EFFICIENCY													
1 BEDROOM													
2 BEDROOM													
3 BEDROOM													
4 BEDROOM													
OTHER (LIST)													

PLEASE IDENTIFY ANY FORM OF TENANT SUBSIDY, OR RENTAL ASSISTANCE TYPICAL TO THIS PROJECT.  
 \_\_\_\_\_

WHEN DO RENTAL RESTRICTIONS EXPIRE? \_\_\_\_\_ IS THERE A PAYMENT IN LIEU OF TAXES? ( ) YES ( ) NO

ACTUAL INCOME AND EXPENSE INFORMATION IS REQUIRED (PLEASE ATTACH COPIES OF THE LAST THREE YEARS' PROFIT AND LOSS STATEMENTS AS FILED WITH THE REGULATORY AGENCY).

**FINANCIAL/SALES INFORMATION:** PLEASE PROVIDE THE FOLLOWING DATA REGARDING THE FIRST AND SECOND MORTGAGES:

DATE PURCHASED: _____	PURCHASE PRICE PAID: _____
FIRST MORTGAGE LENDER _____	SECOND MORTGAGE LENDER _____
MORTGAGE AMOUNT _____	MORTGAGE AMOUNT _____
INTEREST RATE _____	INTEREST RATE _____
TERM OF MORTGAGE _____	TERM OF MORTGAGE _____
FIRST PAYMENT DATE _____	FIRST PAYMENT DATE _____
MONTHLY PAYMENT _____	MONTHLY PAYMENT _____
JAN. 1, 2025 BALANCE _____	JAN. 1, 2025 BALANCE _____

CURRENT DOLLAR AMOUNT IN RESERVE FOR REPLACEMENT ACCOUNT: \_\_\_\_\_

TOTAL CONSTRUCTION/REHAB COST: \_\_\_\_\_ AMOUNT OF TAX CREDIT AWARD: \_\_\_\_\_

I DECLARE, UNDER THE PENALTIES OF PERJURY, THAT THE CONTENTS OF THIS FORM AND ALL THE ACCOMPANYING SCHEDULES AND STATEMENTS HAVE BEEN EXAMINED BY ME AND ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

\_\_\_\_\_  
 Owner's Signature Title of Signer Date

\_\_\_\_\_  
 Print/Type Name of Signer Phone Number Email

MARYLAND STATE DEPARTMENT OF ASSESSMENTS & TAXATION  
**REAL PROPERTY DIVISION**  
 Listed below are the **mailing addresses** for local assessment offices

ASSESSMENT OFFICE MAILING ADDRESSES	PHONE	FAX	EMAIL
Allegany County Assessments 112 Baltimore Street, 3rd Floor, Cumberland, MD 21502	(301) 777-2108	(301) 777-2052	sdat.alle@maryland.gov
Anne Arundel County Assessments 45 Calvert St., 3rd Floor, Annapolis, MD 21401	(410) 974-5709	(410) 974-5738	sdat.aa@maryland.gov
Baltimore City Assessments Wm. Donald Schaefer Tower, 6 Saint Paul Street, 11th Floor, Baltimore, MD 21202	(410) 767-8250	(410) 333-4626	sdat.baltcity@maryland.gov
Baltimore County Assessments Hampton Plaza, 300 E Joppa Road, Suite 602, Towson, MD 21286	(410) 512-4900	(410) 321-4148	sdat.blco@maryland.gov
Calvert County Assessments State Office Bldg. 200 Duke Street, Room 1200, Prince Frederick, MD 20678	(443) 550-6840	(443) 550-6850	sdat.calv@maryland.gov
Caroline County Assessments Denton Multi-Service Center, 207 South 3rd St, Denton, MD 21629	(410) 819-4450	(410) 819-4441	sdat.crln@maryland.gov
Carroll County Assessments 15 E Main Street, Suite 229, Westminster, MD 21157	(410) 857-0600	(410) 857-0128	sdat.carl@maryland.gov
Cecil County Assessments District Court Multi-Service Center, 170 East Main Street, Elkton, MD 21921	(410) 996-2760	(410) 996-2770	sdat.cec@maryland.gov
Charles County Assessments Southern Maryland Trade Center, 101 Catalpa Drive Suite 101A, LaPlata, MD 20646	(301) 932-2440	(301) 932-2189	sdat.char@maryland.gov
Dorchester County Assessments 501 Court Lane, PO Box 488, Cambridge, MD 21613	(410) 228-3380	(410) 228-3704	sdat.dor@maryland.gov
Frederick County Assessments 5310 Spectrum Dr, Suite E, Frederick, MD 21703	(301) 815-5350	(301) 663-8941	sdat.fred@maryland.gov
Garrett County Assessments County Courthouse 317 East Alder St., Room 106, PO BOX 388, Oakland, MD 21550	(301) 334-1950	(301) 334-5018	sdat.gar@maryland.gov
Harford County Assessments Mary E.W. Risteau District Court Multi-Service Center, 2 South Bond Street, Suite 400, Belair, MD 21014	(410) 836-4800	(410) 838-5914	sdat.harf@maryland.gov
Howard County Assessments District Court Multi-Service Center, 3451 Court House Dr, Ellicott City, MD 21043	(410) 480-7940	(410) 480-7960	sdat.how@maryland.gov
Kent County Assessments 114-A Lynchburg Street, Chestertown, MD 21620	(410) 778-1410	(410) 778-1525	sdat.kentco@maryland.gov
Montgomery County Assessments 30 W. Gude Drive, Suite 400, Rockville MD 20850	(240) 314-4510	(301)424-3864	sdat.mont@maryland.gov
Prince George's County Assessments 14735 Main Street, Suite 354B, Upper Marlboro, MD 20772	(301) 952-2500	(301) 952-2955	sdat.princeg@maryland.gov
Queen Anne's County Assessments Carter M. Hickman District Court Multi-Service Center, 120 Broadway Suite 7, Centreville, MD 21617	(410) 819-4160	(410) 819-4170	sdat.qaco@maryland.gov
St Mary's County Assessments Carter Building, 23110 Leonard Hall Drive, Room 2059, PO Box 1509 Leonardtown, MD 20650	(301) 880-2900	(301)475-4856	sdat.stm@maryland.gov
Somerset County Assessments 11545 Somerset Avenue, Princess Anne, MD 21853	(410) 651-0868	(410) 651-1995	sdat.som@maryland.gov
Talbot County Assessments 29466 Pintail Drive, Suite 12, Easton, MD 21601	(410) 819-5920	(410) 822-0048	sdat.talb@maryland.gov
Washington County Assessments 3 Public Square, Hagerstown, MD 21740	(301) 791-3050	(301) 791-2925	sdat.wash@maryland.gov
Wicomico County Assessments Salisbury District Court Multi-Service Center, 201 Baptist Street, Box 8 Salisbury, MD 21801	(410) 713-3560	(410) 713-3570	sdat.wic@maryland.gov
Worcester County Assessments One West Market Street, Rm. 1202, Snow Hill, MD 21863	(410) 632-1196	(410) 632-1366	sdat.wor@maryland.gov

**ALL ASSESSMENT OFFICES ARE OPEN MONDAY - FRIDAY 8:00 AM – 4:30 PM,  
 EXCEPT BALTIMORE CITY WHICH IS OPEN 8:00 AM – 5:00 PM**

For a complete list of office locations visit <http://dat.maryland.gov/realproperty/Pages/Maryland-Assessment-Offices.aspx>

Revised: 2/2025

