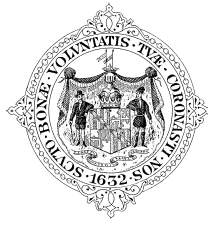


**Department of
Assessments and Taxation
Baltimore City Assessment Office**

William Donald Schaefer Tower
6 St. Paul Street, 11th Floor
Baltimore, Maryland 21202-1608



Martin O'Malley
Governor

Robert E. Young
Director

Michael W. Griffin
Associate Director

**SMITH MARY A
123 SUNSHINE RD
BALTIMORE MD 21202**

Ward/Section/Block/Lot:

Site Address:

**CITY SITE ADDRESS, LINE1
CITY SITE ADDRESS, LINE2**

Date of Notice: 05/05/2014

Dear Exempt Property Owner:

Maryland law specifically requires that the Department of Assessments and Taxation periodically review the continued entitlement of an organization to a property tax exemption. An organization is required to submit any information the Department needs to verify the propriety of the exemption.

At this time, every owner in Baltimore City currently receiving a charitable, educational, or religious property tax exemption under Tax-Property Article Sections 7-202 and 7-204 of the Annotated Code of Maryland is being required to submit the attached questionnaire/affidavit on the reverse side of this letter. The affidavit must be completed and returned to the Department within thirty (30) days of the date of this letter.

Failure to timely respond to this inquiry within the specified time period may result in the removal of your property's tax exemption for the current July 1, 2014 tax year.

Once the Department receives your questionnaire/affidavit response back in the mail, the Agency also will be out to physically inspect the property.

If you have any questions concerning this matter, please contact Ms. Anna Bancroft of our office at (410) 767-8507.

Thank you in advance for your cooperation in this matter.

Supervisor of Assessments for
Baltimore City

EXMPRP

2014 EXEMPT PROPERTY QUESTIONNAIRE AND AFFIDAVIT FROM SDAT REGARDING THE USES OF THE PROPERTY

Account Number: 03-00-0000000000

CITY SITE ADDRESS, LINE1
CITY SITE ADDRESS, LINE2

1. What percentage of the property is being exclusively used for charitable or educational purposes?
_____ %

2. Describe each building on the property and indicate the use of each.

3. Describe each building NOT being used for exempt purposes and indicate what areas are not being used, and what the alternative uses are:

4. Is any portion of the property being rented? _____ Yes _____ No
If Yes, specify to whom the property is rented: _____;
what is the annual rent amount received: \$ _____; and what is the square footage of the rental space _____ (square feet).

5. Is any portion of the property made available to an individual or individuals for personal use such as for a personal residence? _____ Yes _____ No
If Yes, specify to whom: _____, what is the square footage of the area used for personal use _____ (square feet) and whether any rent \$ _____ is received.

NOTE: You may attach a supplemental sheet to provide further explanatory information for the above questions or any other matter regarding the property.

I, _____, hereby declare under the penalties of perjury, pursuant to Md. Anno. Code, Tax-Property Article, Section 1-201 that this form (including any accompanying statements) has been examined by me and the information contained herein is true, correct and complete to the best of my knowledge and belief. I further understand that the Department may request additional information to verify the responses on this form, and that SDAT may independently verify the information.

Representative's Signature

Date

Title of Representative

Printed Name of Representative

Daytime Telephone Number

E-mail Address

**MAIL COMPLETED APPLICATION TO:
State Department of Assessments and Taxation
Baltimore City Assessment Office, Exempt Unit
William Donald Schaefer Tower
6 St. Paul Street, 11th Floor
Baltimore, Maryland 21202-1608**