

**ORGANIZATIONAL INFORMATIONAL FORM**

**TO CONSIDER ANY NEW OR RENEWAL APPLICATION FOR EXEMPTION,  
ALL QUESTIONS ON THE FORM MUST BE ANSWERED**

COPIES OF THE FOLLOWING ORIGINAL DOCUMENTS MUST BE SUBMITTED WITH ANY NEW  
APPLICATION:

- Organizational Exemption Application.
- Organizational Exemption Application & Redemption of Waiver form if filed after March 1 until September 1 of the current tax year.
- Internal Revenue Service 501 C Tax Letter of Determination or IRS issued EIN number.
- Letter of specific property use and occupancy on organization's letterhead detailing all activities conducted on-site.
- Personal Property Account Number needed & form DOR 82520 (when applying for a NEW personal property exemption). Information on personal property can be obtained from Business Personal Property at 602-506-3386.

*"Which section of A.R.S. Title 42, Chapter 11, Article 3 does your organization claim exemption under?"  
(The statute selected should demonstrate what the organization is and does specifically at that location)*

For Arizona Revised Statutes, please visit [azleg.gov](http://azleg.gov)

For Organizational Exemption forms, please visit our website at [mcassessor.maricopa.gov](http://mcassessor.maricopa.gov)

**Contact Organizational Exemptions at 602-506-3406**

**Save the Dates!**

Applications for Exemption are accepted between the 1st Monday in January to March 1.

The Redemption of Waiver window is between March 2 to September 1.

Applications will NOT be accepted on or after September 2.

*Organizational Exemptions will verify all incoming applications, including but not limited to the IRS-issued EIN number, 501c3 status, AZ Corporation Commission standing, licensing, and the use of the property per a letter of use and/or field inspection for eligibility under Arizona Revised Statute Title 42, Chapter 11, Article 3 & Article 4 (A.R.S. § 42-11101 thru A.R.S. § 42-11155), federal, state and city supported internet sites, as well as the application and supporting documentation, will be used in researching and processing all applications.*

*"At the assessor's discretion, the assessor may require additional proof of the facts stated by the person before allowing an exemption" (A.R.S. § 42-11152).*