EF-267-A-R23-0522-38000491-1

BOE-267-A (P1) REV. 23 (05-22)

## 20 \_\_\_\_ CLAIM FOR WELFARE **EXEMPTION (ANNUAL FILING)**

To receive the full exemption, a claimant must complete and file this form with the Assessor by February 15.
Organization Name and Mailing Address: (Make necessary corrections in ink to the printed name and address.)



# Joaquín Torres Assessor-Recorder

1 Dr. Carlton B. Goodlett Place City Hall - Room 190 San Francisco, CA 94102-4698

ink to the printed nar	me and address.)	Property Location:						
		This organization owns ren	ts/leases the real property at this location:					
		Property No.: C	lass:					
	and the Market Franchis Constitution of							
Last year your organization received the Welfare Exemption for all or part of the property your organization owns at the location listed above. To continue receiving the exemption for the property you own at this location, you <b>must</b> complete, sign and return this claim form to the Assessor. <b>A separate claim form is required for each location</b> . The Assessor may contact you for additional information.								
A. If you no longer seek an exemption at this location, check here, sign and return this form to the Assessor. Date Vacated:								
B. If your organization is dissolved and therefore no longer needs an Organizational Clearance Certificate, check here								
C. Check, if chan	ged within the last year: Mailing Address	Organization Name						
D. Does your orga	anization have a valid <i>Organizational Clearance Certificat</i>	te (OCC) issued by the State Board of Ed	ualization? ☐ Yes ☐ No					
If <b>yes</b> , enter OCC	C No and date issued		,					
E. Have you amended the organization's formative documents (i.e., articles of incorporation, constitution, trust instrument, articles of organization) since last year? Yes No If yes, please mail a copy of the amendment to the State Board of Equalization, County-Assessed Properties Division, P.O. Box 942879, Sacramento, CA 94279-0064. Please include your OCC number. Note to Assessor's Office: If the organization is dissolved or the formative documents were amended, please forward a copy of this page to the Board of Equalization.  Read the information on the reverse side before completing. All questions must be answered. If the answer to any question is "YES," explain in an attachment or complete the referenced form. Contact the Assessor if any forms referenced below are needed to complete this application.  Identify the property that your organization owns at this location:  Real property (land/buildings/improvements)  Personal property  Taxable Possessory Interest								
	ince January 1, last year: ave any of the activities or use on any portion of the prope the change in activities or use.	erty that received an exemption last year c	hanged? If yes, attach an explanation					
	any portion of this property being used for exempt purpos	ses that was not being used in that mann	er last vear?					
	any portion of this property vacant or unused? If <b>yes</b> , sind	· ·	ea (sq.ft.)					
	any portion of this property vacant or unasca! If <b>yes</b> , since	,	· · /					
for	rmál rehabilitation program may be exempt if BOE-267-R	is filed with this claim.)	, ,					
5. Is	any portion of the property used for living quarters? If yes	s, check one:						
	3 ,							
L	Low-income housing (check one)							
	Owned by a non-profit organization or eligible limit	, , ,						
	Owned by a limited partnership, submit BOE-267-							
	Housing for senior or handicapped, <u>submit BOE-267-H</u> government under, but not limited to, sections 202, 23	$\frac{1}{2}$ unless care or services are provided or $\frac{1}{2}$ , 236, or 811 of the Federal Public Laws	the property is financed by the federal					
	Living quarters associated with a rehabilitation prograr	m, <u>submit BOE-267-R</u>						
	Other - If you claim exemption for this portion, submit of with a statement indicating that housing continues to b	documentation including the occupant's pose used for the organization's exempt purp	position or role in the organization, pose. (See "Housing" on reverse.)					
а	o other persons or organizations use any of this property? list describing what is used, the name of the user, the ar reviously provided to the Assessor.	P If <b>yes, <u>submit BOE-267-O</u> if real propert</b> mount received by claimant (if any) and	y is used; for personal property attach a copy of the lease agreement if not					
7. Di	id this or any portion of this property generate taxable "uevenue Code? If <b>yes</b> , see "Unrelated Business Taxable Ir	unrelated business taxable income," as on the reverse.	defined in section 512 of the Internal					
□ □ 8. Ha	ave the organization's income and/or expenses increased cent and the prior year's complete financial statements alo	d by more than 25 percent since last yea	ar? If yes, attach a copy of your most					
☐ ☐ 9. Is an	there any equipment or property at this location that is lend a description of the property. This property may be taxa	eased or rented to the claimant? If <b>yes</b> , prable as it is not owned by the claimant.	rovide the owner's name and address					
NAME OF PERSON TO	O CONTACT FOR ADDITIONAL INFORMATION (please print)		DAYTIME TELEPHONE					
			( )					
I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing and all information hereon, including any accompanying statements or documents, is true, correct and complete to the best of my knowledge and belief.								
SIGNATURE OF CLAIM	MANT	LE	DATE					
EMAIL ADDRESS								
ASSESSOR'	S USE ONLY Approved: ALL PA	ART Denied Reason(s) for Denia	al:					

BOE-267-A (P2) REV. 23 (05-22)

#### **GENERAL INFORMATION**

The Welfare Exemption is available only to property, real or personal, **owned** by a religious, charitable, hospital, or scientific organization and **used exclusively** for religious, charitable, hospital, or scientific purposes. It is also available on a taxable possessory interest in publically owned real property used for exempt purposes by an organization that qualifies for the welfare exemption. A public owner is a local, state or federal agency.

To be eligible for the full exemption, the claimant **must** file a claim each year on or before February 15. Only 90 percent of any tax, penalty, or interest may be canceled or refunded when a claim is filed between February 16 and December 31 of the current year. If the application is filed on or after January 1 of the next year, only 85 percent of any tax, penalty, or interest may be canceled or refunded. The tax, penalty, and interest for a given year may not exceed \$250. A separate claim must be completed and filed for each property for which exemption is sought.

In accordance with Revenue and Taxation Code section 254.5(b)(2), the assessor may institute an audit or verification of the property's use to determine whether both the owner and user of the property meet the requirements of Revenue and Taxation Code section 214.

#### ORGANIZATIONAL CLEARANCE CERTIFICATE

The Assessor may not approve a property tax exemption claim until the claimant has been issued a valid *Organizational Clearance Certificate* (OCC) by the State Board of Equalization. If you are seeking exemption on this property, you must provide the organization's OCC No. and date issued. A listing of organizations with valid OCCs is available on the Board's website (www.boe.ca.gov) and can be accessed at www.boe.ca.gov/proptaxes/welfareorgeligible.htm. You may also contact the Board at 1-916-274-3430.

### **HOUSING**

If question 5, box "Other" is checked, describe the portion of the property used for living quarters (since January 1 of the prior year). Submit (1) documentation, including tenets, canons, or written policy, that indicates the organization requires housing be provided to employees and/or volunteers, or (2) include statement why such housing is incidental to and reasonably necessary for the exempt purpose of the organization. If the documentation described in items (1) or (2) has been submitted in a previous year for this location, please submit documentation including the occupant's position or role in the organization with a statement indicating that the housing continues to be used for organization's exempt purpose.

#### **USE OF THE PROPERTY BY OTHER ORGANIZATIONS**

If question 6 is answered **yes**, and your organization's real property is used by another party submit BOE-267-O. If another party only uses your personal property, then submit an attachment providing the requested information for such personal property and confirm that no real property is used by other parties. The lease does not need to be provided if furnished in a prior year.

### **UNRELATED BUSINESS TAXABLE INCOME**

If question 7 is answered yes, you must attach the following to the claim:

- the organization's information and tax returns, including Form 990-T, filed with the Internal Revenue Service for its immediately preceding year;
- a statement setting forth the amount of time devoted to the organization's income-producing and to its non income-producing activities and, where applicable, a description of that portion of the property on which those activities are conducted;
- a statement listing the specific activities and locations which produce unrelated business taxable income; and
- a statement setting forth the amount of income of the organization that is attributable to activities in this state and is exempt from income or franchise taxation and the amount of total income of the organization that is attributable to activities in this state.

ASSESSOR'S USE ONLY								
ASSESSED VALUES								
ITEM	TOTAL ASSESSED VALUE OF:							
	LAND	IMPROVEMENTS	PERSONAL PROPERTY	FIXTURES	TOTAL			
ITEM	EXEMPTION ALLOWED							
	LAND	IMPROVEMENTS	PERSONAL PROPERTY	FIXTURES	TOTAL			
If another exemption, such as the church, religious, etc., was allowed this year on a portion of the property described in the claim, indicate the type and								
amount of the exemption: \$								
	(type)	(amount)						
		By(Assessor or designee)		(date)				



EF-267-A-R23-0522-38000491