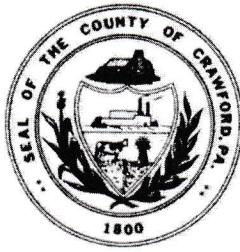


Crawford



County

BOARD

ERIC S. HENRY
SCOTT T. SCHELL
CHRISTOPHER R. SEELEY

BOARD OF ASSESSMENT REVISION

COURTHOUSE, MEADVILLE, PENNSYLVANIA
16335

JOSEPH J. GALBO, III, CPE
CHIEF ASSESSOR

Telephone:
(814) 333-7302

INSTRUCTIONS TO PREPARE "APPLICATION FOR EXEMPTION"

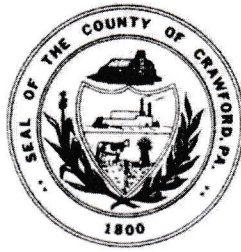
Fill in all applicable lines on the form and return to this office within forty (40) days of the system date on any notice received. Also, any person desiring to make an appeal shall, on or before the first day of August, file this application with the Chief Assessor. No exceptions will be made. The Board of Assessment Revision will schedule a hearing on Tax Exempt Status Review upon receipt of the application. The Board would prefer that all evidence be submitted in pdf form to Deputy Chief Fitzsimmons at kfitzsimmons@co.crawford.pa.us. All evidence, regardless of how it is conveyed, should be submitted ten (10) days prior to the hearing. The credibility, relevancy and weight of all evidence is determined by the Board.

Please include a telephone number where you can be reached.

Very truly yours,

Joseph J. Galbo, III, CPE
Chief Assessor

Crawford



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Commencing with the 2023 filing of appeals for the 2024 assessment roll, the Crawford County Board of Commissioners adopted the following non-refundable filing fees for the various appeal filings to the Crawford County Board of Revision;

1. **\$25.00** per actual economic assemblage for residential owner possessed non-rental property
2. **\$50.00** per actual economic assemblage for eligible owners seeking exemption
3. **\$100.00** per actual economic assemblage for commercial & industrial property

Payment of the appropriate fee must be paid in advance to have the appeal placed on the docket to be heard

**APPLICATION FOR EXEMPTION FROM
CRAWFORD COUNTY REAL ESTATE TAXES**

Crawford County Board of Assessment Revision

Crawford County Courthouse

903 Diamond Park

Meadville, PA 16335

814-333-7305

1. County Index Number _____

2. Location of Property _____

3. Name of Owner _____ Phone # _____

4. Name of Applicant _____ Phone # _____

5. Correspondence should be mailed: Name (Please Print) _____

Address _____	City _____	State _____	Zip _____
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6. Property Description: a) Lot Size _____

b) Building Size _____

c) Describe use of Building _____

d) Describe use of Land (including any parking lots) _____

7. State the reason why you believe this property, or a part thereof, should be Exempt _____

8. Give reference to **statute or law** upon which your Exemption is based _____

9. Receipts and Disbursements (Note: Churches need not complete Items 9 & 10)

a) Attach list of source and amounts of receipts for your preceding fiscal year.

b) Attach list of the recipient and amount of disbursements for the same period.

10. Attach a copy of your Charter (If none, then attach copy of the by-laws)

11. Are any of your funds used or distributed for any pecuniary gain or profit to the member? Yes ☐ No ☐

Or for any purpose other than those set forth herein? _____

12. Is any portion of the property not used by the applicant? Yes ☐ No ☐

If so, briefly describe the unused portion. _____

13. If the applicant is a church, describe any portion of the property not actually used in worship services.

(For example: parking lots, minister's residence, or vacant land) _____

14. Is the property, or any part thereof, used at any time for any purpose other than the purposes set forth

herein? Yes ☐ No ☐ If so, describe such use _____

15. Is any part of the property used for recreation of the members? Yes ☐ No ☐ If so, describe the

portion so used and the extent of recreational use _____

16. Attach any supplementary information desired.

17. I certify that the above statements are true to the best of my knowledge:

Please complete and return to:
Board of Assessment Revision
Crawford County Courthouse
903 Diamond Park
Meadville, PA 16335

Applicants Signature: _____

Date: _____