



CITY OF PETERSBURG
P.O. BOX 329, PETERSBURG, ALASKA 99833
Telephone 907.772.4425 FAX 907.772.3759

One Time Certification Not for Profit Exempt Organizations

All nonprofit properties receiving property tax exemption for religious, charitable, cemetery, hospital or educational purposes and community purposes must certify the ownership and use of their property as noted below:

One time certification shall be in the form prescribed by the assessor, and received by the Finance Department **no later than March 15, 2011.**

To meet the certification requirements, please provide responses to the following questions on the organizations letterhead no later than March 15, 2011. The responses must be postmarked by an official Postal Service and returned before March 15th of the current tax year and are subject to audit and verification. If you have questions about this form, please call (907) 772-4425 between 1 pm and 5 pm or visit www.ci.petersburg.ak.us for additional information.

Please send responses to:
City of Petersburg
PO Box 329
Petersburg, AK 99833

- 1. Organization Name**
- 2. Organizations Mailing Address**
- 3. Parcel Identification Number (s) – List all properties owned by the organization receiving a property tax exemption.**
- 4. Please identify how each piece of property is used by the organization:**
- 5. Is any of the property used by another person or organization? If yes, please describe:**
- 6. Are any funds received by the organization for use of the property?**

The reply must include the following statement(s) and signature:

I certify that I am an authorized representative of the organization above and that the information contained in this certification is TRUE and CORRECT. I authorize the Finance Department to obtain any information necessary to verify and audit the eligibility and status of the exemption.

Print Name: _____ Title: _____

Signature: _____ Date: _____