FORM PVR-322 Instructions Application for Assessment of Parcel under 10 V.S.A. § 6306(b)

General Information

Please print in BLUE or BLACK ink only.

This application is for a corporation certified to be a "qualified organization" as that term is defined in 10 V.S.A. § 6301a(2) to request a tax commissioner's certification that the property is eligible for property tax exemption under 10 V.S.A. § 6306(b). If your corporation has not received certification as a "qualified organization," you may request such certification by filing Vermont Form PVR-321, Application for Certification as a Qualified Organization.

Section A Organization Information

Enter organization information in Section A. Your organization must be approved prior to submitting this application for a specific parcel. The organization number will be assigned to you once your application for certification as a qualified organization (Form PVR-321) has been approved.

Section B **Grand List Description**

Describe the property in such a way as it relates to the municipal property record and grand list parcel. Each application must be accompanied by a copy of the deed or other recorded legal instrument of conveyance and a map that meets our current use mapping standards: https://tax.vermont.gov/content/cu-map-standards. Fill in the volume and page number which that document is recorded in the municipal property records.

The rest of this section requires information from the municipal grand list book. Grand lists are lodged annually in June and are compiled based on the property as it existed on the prior April 1. Indicate the grand list year, owner of property, the SPAN (School Property Account Number), number of acres, and the real property category code (R2, woodland, S2, misc.).

In some instances, the property subject to the application is only a portion of the property described in the municipal grand list book. For instance, 200 acres of a 250-acre parcel may have been acquired on July 1, 2021. The grand list of April 1, 2021, will contain the 250-acre parcel information. The April 1 owner, parcel identification number, acreage, and category information must be obtained directly from the grand list book. If the subject property is in more than one town, fill out a separate application for each town.

Section C **Property Use**

The commissioner requires that the qualified organization provide assurance that the property is being held and maintained for the purposes expressed in 10 V.S.A. § 6301. You must state the actual use of the property and whether any portion of it is enrolled in the Current Use (Use Value Appraisal) Program (32 V.S.A., Chapter 124).

Contacting the Department

Mailing address:

Vermont Department of Taxes PO Box 1499 Montpelier, VT 05601-1499

Telephone: Email Address: Website Address: Forms:

(802) 828-5860 tax.pvr@vermont.gov http://tax.vermont.gov

(802) 828-2515

Form PVR-322 Instructions

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Phone: (802) 828-5860

VT Form **PVR-322**

APPLICATION FOR ASSESSMENT OF PARCEL

(10 V.S.A. § 6306(b))

A. ORGANIZATIO	N INFORMA	TION							
Name of Organization							Organization Number from Form PVR-321		
Mailing Address							Contact Person		
City			State	ZIP Code			Telephone Number		
Foreign Country (if not United States)			Email Address						
B. GRAND LIST [DESCRIPTIO	N							
Location of Property - City			SPAN			Grand List Year (yyyy)			
Landowner per the Grand	d List		1	Actual Use of Parcel					
Real Property Category	al Property Category Number of Acres Deed Recording Info Date Recorded			rmation Book Page		Date of Sale (MM / DD / YYYY)		YYY) /	
C. PROPERTY US	 SE								
Attach a copy of the	deed or other	instrument of co	onveyar	nce showing	title to the p	roperty to	be that of t	the qualified organization	
What portion expressed inIs any portion Appraisal Pro	of the parcel 10 V.S.A. § 6 on of the proper ogram?	Organization horis being so held 301?	d and m he Use	aintained fo	or the purpos	ses			
Comments:									
I certify that the answers s	set out above are	complete, true, and co	orrect, and	d that I am autho	orized to sign thi	s application	on behalf of th	ne applicant organization.	
Signature of Responsible Officer			Title			Date		nytime telephone mber (optional))	
Printed name				E-mail address (optional)					
I certify that the property of	described above is	s held by a qualified o	rganizatio	n for the purpos	es expressed in	10 V.S.A. § 6	5301.		
Signature of Commissioner of Taxes or Authorized Agent						Date	Date		
	Cand as	mulated annlie	otion t						

Send completed application to:

Vermont Department of Taxes PO Box 1499 Montpelier, VT 05601-1499