

Required supplemental information, per rebate type:

The Urban Institute tax rebate (D.C. Official Code § 47-4624):

- a) **Copy of the current lease with the lessor.** *(Please reference % of the gross building area of the property leased by the applicant eligible for the rebate, and reference the start and end date of the lease.)*
- b) **Copy of the proof of payment of real property tax installment(s) for which rebate is requested.** *(Proof of payment may include a copy of the front and reverse side of the canceled check, or acknowledgment of ACH/Online payment, or bank-stamped payment stub showing that the real property taxes owed on the property was paid in full to the District of Columbia.)*

Whitman-Walker Clinic, Inc. tax rebate (D.C. Official Code § 47-4664):

- a) **Copy of the active lease with the lessor.** *(Please reference % of the gross building area of the property leased by the applicant eligible for the rebate, and reference the start and end date of the lease.)*
- b) **Copy of the proof of payment of real property tax installment(s) for which rebate is requested.** *(Proof of payment may include a copy of the front and reverse side of the canceled check, or acknowledgment of ACH/Online payment, or bank-stamped payment stub showing that the real property taxes owed on the property was paid in full to the District of Columbia.)*

Performing Arts Promotion tax rebate (D.C. Official Code § 47-869): *(Rebate amount shall not exceed \$15,000 per year.)*

- a) **Copy of the current lease with the lessor.** *(Please reference % of the gross building area of the property leased by the applicant eligible for the rebate, and reference the start and end date of the lease.)*
- b) **Copy of the proof of payment of real property tax installment(s) for which rebate is requested.** *(Proof of payment may include a copy of the front and reverse side of the canceled check, or acknowledgment of ACH/Online payment, or bank-stamped payment stub showing that the real property taxes owed on the property was paid in full to the District of Columbia.)*
- c) **Copy of an active Certificate of Occupancy showing seating capacity of the property.**
- d) **Schedule of live performance events held during the rebate period** *(Itemized event schedule reflecting live performers names, dates of performances, and number of hours of completed events per month.)*
- e) **Copy of proof of payments issued to live performers, itemized following the above schedule of live performance events held.** *(Proof of payment may include a copy of the front and reverse side of the canceled check, or acknowledgment of ACH/Online payment.)*

Supermarket or East End Grocery or Retail Property Incentive tax rebate (D.C. Official Code § 47-3805 and § 47-4667):

- a) **Copy of the current lease with the lessor.** *(Please reference % of the gross building area of the property leased by the applicant eligible for the rebate, and reference the start and end date of the lease.)*
- b) **Copy of the proof of payment of real property tax installment(s) for which rebate is requested.** *(Proof of payment may include a copy of the front and reverse side of the canceled check, or acknowledgment of ACH/Online payment, or bank-stamped payment stub showing that the real property taxes owed on the property was paid in full to the District of Columbia.)*
- c) **Copy of certification by the Mayor that the property is a qualified supermarket or grocery or retail space.**
- d) **File rebate application by December 31st of the tax year following the tax year for which the rebate is sought.**

Part II – Rebate Amount

To be eligible for the Rebate, the Applicant must lease a property or portion thereof for which real property tax is payable. The rebate amount represents the Applicant's pro rata share of the real property tax that it is required to pay under the terms of the lease. In order to receive the rebate, the real property tax for the period that the rebate is requested must be paid in full.

Amount of the Applicant's pro rata share of the real property tax paid:

\$, , .

Percentage of the gross building area being leased by the Applicant:

. %

Part III – Performing Arts Promotion Tax Rebate

If applying for a Performing Arts Promotion Tax Rebate, check the box.

YES, the property is occupied by a "qualified business" that has a seating capacity under 300 seats and, for at least 48 hours of each month in the period for which a rebate is applied for, hosts live performances of plays, concerts, or another form of entertainment before an audience by performing artists who are paid according to experience, talent, and best community practices for their form of entertainment.

Part IV – Certification

An authorized representative of the Applicant must sign and date this application. Anyone convicted of making false statements on this form will be fined up to \$1,000 or imprisoned up to 180 days, or both, under D.C. Code § 22-2405.

Under penalties provided by law, I declare that all information I have given on this application and attachments thereto are true and correct to the best of my knowledge and belief and that I am authorized to execute this application on behalf of the Applicant.

Signature _____ Date _____

Work Phone (____) _____ E-mail _____

Last Name

First Name

Title of Authorized Officer of Applicant

Mail or email the completed form with required attachments to:

**Office of Tax and Revenue
Real Property Tax Administration
1101 4th St., SW, Suite W550
Washington, DC 20024
Attn: Frank Bessenyei, Chief, ASD**

or, email to: adjustments@dc.gov.

For inquiries and assistance, please contact Frank Bessenyei, Chief, Assessment Services Division, at (202) 442-6534 or frank.bessenyei@dc.gov.

**THIS APPLICATION IS SUBJECT TO AUDIT.
PLEASE KEEP ALL SUPPORTING DOCUMENTATION.**