**GOVERNMENT OF THE DISTRICT OF COLUMBIA**
**OFFICE OF TAX AND REVENUE REAL PROPERTY TAX ADMINISTRATION**
**1101 4th STREET SOUTH WEST, FIFTH FLOOR**
**WASHINGTON, DC 20024**

# APPLICATION FOR THE PUBLIC CHARTER SCHOOL REAL PROPERTY TAX REBATE

- File this application on or before the September 15th following the end of the school year.
- Please print or type.
- Complete application, sign and provide attachments.
- File one application only for each school facility.

## Part I – Public Charter School Information

**Provide the following information regarding the Public Charter School requesting the real property tax rebate:**

Name of the Public Charter School: _____
***Please Print***

Mailing Address of the Public Charter School: _____ (Street or PO Box) _____ (City) ____ (State) _____ (ZIP Code)

☐ Property Address of School Facility

☐☐☐☐ Square ☐☐☐☐ Suffix ☐☐☐☐ Lot

Are there additional lots directly corresponding to this school facility for which a tax rebate is claimed? Yes ☐ No ☐

If yes, attach a separate statement describing the uses and identify the square, suffix and lot numbers.

Enter the Public Charter School's Federal Employer Identification Number (FEIN) ☐☐ – ☐☐-☐☐☐☐

Is the Public Charter School authorized by the D.C. Public Charter School Board? Yes ☐ No ☐

Enter the dates of operation as an authorized Public Charter School during the tax year for which the real property tax rebate is requested. (For example, if for the entirety of tax year 2006 indicate 10 01 05 – 09 30 06).

☐☐ ☐☐ ☐☐ – ☐☐ ☐☐ ☐☐
M M D D Y Y M M D D Y Y

**CONTINUED ON REVERSE SIDE**

## Part II – Rebate Amount

**To be eligible for the Public Charter School Rebate, the Public Charter School must lease a school facility from an entity subject to real property tax. The rebate amount represents the Public Charter School'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 Public Charter School's pro rata share of the real property tax paid: $□,□□□,□□□.□□

Attach a copy of the lease that requires the Public Charter School to pay its pro rata share of the real property tax.

Please provide the percentage of the space being leased by the Public Charter School: □□□.□□ %

Attach proof of payment of the real property tax. Proof of payment may include a copy of the front and back of the cancelled check, a copy of wire transfer, acknowledgement of Web payment or bank-stamped payment stub showing that the real property tax owed by the property was paid in full to the District of Columbia.

## Part III – Affidavit

An authorized representative of the Public Charter School must sign and date this application. Anyone convicted of making false statements on this form will be fined up to $1000 or imprisoned up to 180 days, or both, under D.C. Code § 22-2405.

Under penalties provided by the D.C. Code, 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 Public Charter School.

Signature_____ Date_____

Work Phone (_____) _____

Last Name

First Name

Title of Authorized Officer of the Public Charter School

**Mail the completed form with required attachments to:**

**Office of Tax and Revenue**
**Real Property Tax Administration**
**1101 4th ST., SW, 5th Floor**
**Washington, DC 20024**
**Attn: Frank Bessenyei, Chief ASD**

**For inquiries and assistance, please contact Frank Bessenyei, Chief ASD, at (202) 442-6716 or frank.bessenyei@dc.gov.**

**THIS APPLICATION IS SUBJECT TO AUDIT.**

**PLEASE KEEP ALL SUPPORTING DOCUMENTATION.**