



NOTICE OF CONSOLIDATION OF EXEMPT PROPERTIES

Save to Archives

1. NAME OF PROPERTY OWNER: _____
2. DPT FILE NUMBER: _____
 (IF MORE THAN ONE, PLEASE CALL OUR OFFICE, 303-864-7780, BEFORE CONTINUING.)
3. DPT REPORT NUMBERS TO BE CONSOLIDATED: _____
4. FORMER PARCEL NUMBERS: _____
5. PLEASE ATTACH A COPY OF PARCEL INFORMATION, INCLUDING PARCEL MAP AND LEGAL DESCRIPTION, FOR EACH PARCEL CONSOLIDATED.
6. NEW PARCEL NUMBER: _____
7. PLEASE ATTACH NEW PARCEL INFORMATION, INCLUDING PARCEL MAP AND LEGAL DESCRIPTION.
8. NEW SITE ADDRESS: _____

VERIFICATION: The above information represents a recent consolidation of properties exempted by the Division of Property Taxation. I certify that no property that is presently taxable (other than a percentage of the value of an otherwise exempted property) has been included in this consolidated parcel.

 SIGNATURE _____/_____/_____
 DATE

 COUNTY _____
 PHONE

DIVISION USE ONLY

DATE APPROVED: ___/___/___ EXAMINER: _____

(1) INSTRUCTIONS FOR EXAMINER:

- a) ___ Consolidate Report(s) # _____
- b) ___ Attach Summary Information Sheet for each Report.
- c) ___ Create New Report # _____
 Status Code: M
 Exempt Type: _____
 Sub Class: _____
 Class codes: 91 ___ Value: _____
 92 ___ Value: _____
 94 ___ Value: _____
 Secondary: _____
- d) ___ REFUND? N Y IF YES, attach refund letter. (Admin will do PV.)
- e) ___ **LEAD APPROVAL** (OR MANAGER IF REFUND) Forward to Admin (Step 2).

(2) INSTRUCTIONS FOR ADMIN:

- ___ Mark consolidated reports as "C" on Parcel File.
- ___ Input the following:
 Report Date: From "Date Approved"
 Parcel ID: From 6 above
 Location: From 8 above
 New Legal: From web or 7 above
- ___ Effect date: Enter date data is input.
- ___ Print affected Summary Sheets.
- ___ Step 3 if nec. Return to Examiner.

(3) ADMIN. INSTRUCTIONS FOR REPLY FILE (Depending upon time of year):

- ___ Mark Report(s) _____ as "C" on current year's Reply file.
 Leave highest value report blank for owner to file.
- ___ If AR's recv'd, accept Report(s) _____ with \$ _____ fee for current year's Reply file.
- ___ Mark Report(s) _____ as "C" on prior year's Reply file.
 Leave highest value report blank for owner to file.
- ___ If AR's recv'd, accept Report(s) _____ with \$ _____ fee for prior year's Reply file.

(4) ___ Reviewed by Examiner. Date: _____ Archive relevant info, and then file.