



**RENEWAL FORM  
NOT-FOR-PROFIT • PARTIAL EXEMPTION**

Mail to: NYC Dept. of Finance, Exemptions Unit - NFP (Partial), P.O. Box 3120 - Church Street Station, New York, NY 10008-3120

Organization Name:

Applicant's Name:

Mailing Address:

Borough:

Block:

Lot(s):

Use this form to renew your PARTIAL not-for-profit exemption.

If you should have any questions regarding this renewal form, please call 212-504-4080 or email us at **commercialexemptions@finance.nyc.gov**. If calling from outside of the five NYC boroughs, please call 212-NEW-YORK (212-639-9675).

**SECTION ONE**

In the space below, provide the name and telephone number of a person to contact for additional information or to provide access to the property for a physical inspection.

CONTACT NAME

RELATIONSHIP TO APPLICANT

DAYTIME TELEPHONE NUMBER

**SECTION TWO**

The following questions pertain to changes which were not disclosed in a prior renewal form. Please answer the following questions by checking either YES or NO. FOR EACH QUESTION ANSWERED "YES", ATTACH A SEPARATE SHEET AND PROVIDE A DETAILED EXPLANATION OF EACH CHANGE.

- 2a. A change has been made to the Articles of Incorporation or By-Laws of the organization. ....  YES  NO
- 2b. A change has occurred in the organization's status with regard to exemption from federal income tax. ....  YES  NO
- 2c. The use of the property has changed. ....  YES  NO
- 2d. All or part of the property has been sold or leased or is now being offered for sale or lease. ....  YES  NO
- 2e. A physical change has been made to the property in the form of new construction, alteration, or demolition. ....  YES  NO

