



THE PRINCE GEORGE'S COUNTY GOVERNMENT

OFFICE OF FINANCE
TREASURY DIVISION
(301) 952-4030

APPLICATION FOR VACANT REAL ESTATE TAX CREDIT

Section A

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY

Subdivision or Acreage: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Section: \_\_\_\_\_

Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ Election District: \_\_\_\_\_

County Real Property Tax Identification Number: \_\_\_\_\_

New: Yes [ ] No [ ] Condominium: Yes [ ] No [ ]

Rehabilitated Yes [ ] No [ ] Age of Building: \_\_\_\_\_

If rehab, prior year's assessment: \_\_\_\_\_ Current year's assessment: \_\_\_\_\_

Section B

Please have the answers to the following questions notarized when unit is sold or leased.

1. What was the date that the unit became fully available for occupancy? \_\_\_\_\_

2. What was the date that the unit was sold or occupied? \_\_\_\_\_

3. Vacant or unsold more than one year? Yes [ ] No [ ]

4. Is the above described property a single family detached unit? Yes [ ] No [ ]

5. Is it a commercial unit? Yes [ ] No [ ]

Signature of Applicant : \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED AND SWORN before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public

## INSTRUCTIONS FOR APPLICATION FOR VACANT REAL ESTATE TAX CREDIT

1. Per Prince George's County Code, Sections 10-232 and 10-233, the applicant must fill out Section A of the attached form and send the original to the Audits and Reports Section, Treasury Division, Office of Finance, Prince George's County Government, Room 1090, County Administration Building, Upper Marlboro, Maryland 20772 **BEFORE** penalty and interest accrues on the property tax bill due at the time the credit is requested.
2. Immediately subsequent to selling or leasing the unit, the applicant must fill in Section B on the retained second copy of the form; have his/her signature notarized on the copy and send the completed copy to the aforesaid County address.
3. The applicant should keep a third copy for their records.