

TOWN OF RAMAPO
237 Route 59
Suffern, New York 10901
(845) 357-5100 Fax: (845) 369-6945



Scott J. Shedler, IAO
Assessor

WHOLLY EXEMPT APPLICATION INFORMATION SHEET

In addition to the completion of the entire application, please provide the following additional information, if applicable:

1. If the use involves students, clergy or teachers, please provide the following:
 - a. Student: provide information on school letterhead as to school where student attends and hours of attendance.
 - b. Teacher: provide information on school letterhead as to school where teacher works and hours of employment.
 - c. Clergy: place of worship where employed and hours of employment.
 - (a) if more than one clergy is occupant, provide their name and a separate Manse form for each clergy.
2. If property is used by a different organization than the owner, provide their name, their use and amount of rent, if any.
3. Deed to property(s)
4. Certificate of Incorporation
5. Letter from the IRS showing exempt status
6. Please provide a Certificate of Occupancy (C/O) authorizing current use of property or proof that the process to obtain such C/O is currently underway.

Said information will assist in efficiently processing your application. If you have any questions, please call Joanne Corletta at 357-5100 ext. 261.