



CITY OF BRIDGEPORT
OFFICE OF THE TAX ASSESSOR

CITY HALL – 45 LYON TERRACE
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Kenneth Flatto
Director of Finance
Assessor's Office

Joseph P. Ganim, Mayor

To Whom it May Concern:

Organizations seeking Exempt Status pursuant to Connecticut General Statute §12-89, §12-89a must file an application with the Assessor by **November 1st, 2024**. It is the obligation of the organization to file this required application together with the necessary documentation. You must file the required application and supporting documentation by **November 1st, 2024**.

- Tax Exempt Application (Form M-3)
- Copy of By-Laws and Charter, to include Statement of Purpose
- Copy of 501(c) or 501 (d) designation from Internal Revenue Service
- State of Connecticut Corporation Certificate of Good Standing from Connecticut Secretary of State
- 990 Informational Return/990-T Return for taxable income for the **2023 tax year**
- Recent Income-Expense Statement and/or financial statement
- Copies of current grants and pending grant applications
- Copy of the “Conflict of Interest Policy” of the organization for the Board of Directors, corporate officers and employees
- Rental/lease data for any real or personal property leased or rented
- Any other information your organization would like the Assessor to consider concerning your Exempt Status
- Other information as may be required by the Assessor

Correct, accurate completion and timely submittal is the responsibility of the organization or entity seeking exempt status. Failure to timely file correct, accurate and complete application will result in the inability to obtain or renew exempt status. The application/s must list or become accompanied by a listing of all real and personal property for which exempt status is sought. The use of your organization's real and personal property must be described.

Separate, additional applications must be filed for any real or personal property acquired between quadrennial filings and for which exempt status is sought. Separate, additional applications must also be filed for any real or personal property previously taxable, but for which exempt status is sought.

Forms necessary for this exemption filing are enclosed for your convenience and can also be obtained at the Tax Assessor's Office, or at the City of Bridgeport's website <https://bridgeportct.gov>. If you have any questions, please call the Tax Assessor's Office.