

**CITY OF SPOKANE —  
DEVELOPMENT INCENTIVES DEPARTMENT  
Annual Certification regarding Tax Exempt Multi-Family Unit(s)**

NOTE TO APPLICANT: Please answer each question completely. If more space is needed, attach additional paper. If you have any questions about this form, do not understand the questions, or need additional information regarding regulations or policies of the City of Spokane, city staff will be happy to assist you.

Each property owner must file this annual report with the City of Spokane's Department of Development Incentives within thirty (30) days after the first anniversary of the date the Final Certificate of Tax Exemption was filed and recorded with the Assessor, and each year thereafter for the term of the exemption period ( **8 / 10 / 12** years). Failure to submit this annual declaration may result in cancellation of the tax exemption.

Name of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Address of Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Project Address: \_\_\_\_\_ Parcel number: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Project Name: \_\_\_\_\_ Residential-Use Target Area \_\_\_\_\_

**PROJECT INFORMATION**

1. The Final Certificate of Tax Exemption for this property was filed and recorded with the Spokane County Auditor on \_\_\_\_\_.
2. Amount of time the multi-family unit(s) in question has been [ ] occupied [ ] vacant during the previous year:  
\_\_\_\_\_
3. Change in use:  
[ ] The property has not changed from multi-family use since the date of filing of the Final Certificate of Tax Exemption, and continues to be in compliance with the contract with the City of Spokane.  
[ ] The property has changed use since the date of filing of the Final Certificate of Tax Exemption. Description of changes, including current use other than multi-family, and date of change:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**RETURN TO:** Teri Stripes, Incentives Specialist, 3<sup>rd</sup> floor of City Hall: Business and Development Services Dept.,  
808 W. Spokane Falls Blvd., Spokane WA 99201

4. Change in affordability:

[ ] The property has been in compliance with the affordable housing requirements since the date of filing of the Final Certificate of Tax Exemption, and continues to be in compliance with the contract with the City of Spokane.

[ ] The property has discontinued compliance with the affordable housing requirements since the date of filing of the Final Certificate of Tax Exemption. **Income of current occupant**, and date of change: \_\_\_\_\_

\_\_\_\_\_

5. The following improvements or changes have been made to the property after the filing of the Final Certificate of Tax Exemption or the last annual reporting.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AFFIRMATION**

As owner(s) of the property described in this report, I hereby declare under penalty of perjury under the laws of the State of Washington that this Annual Certification regarding Tax Exempt Multi-Family Unit(s) and any accompanying documents have been examined by me and that they are true, correct, and complete to the best of my knowledge.

Signed at \_\_\_\_\_, Washington, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Signature(s) of all Owner(s) and Contract Purchaser(s)

\_\_\_\_\_  
\_\_\_\_\_