



# TAX VERIFICATION FORM

Print Form

## CITY OF SAN ANTONIO

OFFICE OF HISTORIC PRESERVATION  
1901 S. ALAMO, SAN ANTONIO, TEXAS 78204  
P: 210.215.9274 E: OHP@SANANTONIO.GOV

DATE RECEIVED

### Application for Ad Valorem Tax Exemption

For a historically significant property **Certified** as in need of tax relief

Certification Date:  HDRC Case No:

Property Address:  Zip Code

Property Owner:  Phone Number:

Applicant:  Phone Number:

Mailing Address:

E-mail Address:

### Documentation Required:

- Itemized list of costs
- Final photos of rehabilitation work (including interior, if applicable)
- Final Building Inspection Clearance (permits or Certificates of Occupancy)

### RESIDENTIAL PROPERTIES

Residential properties are eligible for two tax exemption options. The first exemption option freezes your city taxes at the pre-improvement value upon verification for ten (10) years. Therefore, your City taxes would be based upon the assessed value of the property before commencement of the rehabilitation. The other exemption choice calls for the payment of zero City taxes for five (5) years, and then for the subsequent five (5) years taxes will be based upon 50% of the newly assessed value of the property (5 Zero/5 Fifty). **Please select which of the two options you would prefer:**

- 10 Year Tax Freeze
- 5 Zero/5 Fifty

### COMMERCIAL PROPERTIES

Commercial properties are eligible for the exemption choice that calls for the payment of zero City taxes for five (5) years and, then, for the subsequent five (5) years taxes, will be based upon 50% of the newly assessed value of the property (5 Zero/5 Fifty).

In accordance with the City of San Antonio Ordinances No. 52281 and/or 52282, I hereby swear that substantial rehabilitation of the property listed has been completed according to the criteria and standards of the City of San Antonio Historic and Design Review Commission.

I hereby authorize duly constituted representatives of the City of San Antonio to make an investigation of the property in compliance with the code requirements.

SIGNATURE OF PROPERTY OWNER

DATE

This completed form and required documents are to be submitted in person to 1901 S. Alamo. See reverse side regarding tax exemption options.

Upon approval of the Verification by the Historic and Design Review Commission, the Office of Historic Preservation staff will notify the Bexar County Appraisal District of the approved exemption and option you have selected. Tax exemptions are effective on January 1st of the year following the HDRC Verification.