



THE PRINCE GEORGE'S COUNTY GOVERNMENT

OFFICE OF FINANCE TREASURY DIVISION

1301 McCormick Drive, Suite 1100
Largo, Maryland 20774
(301) 952-4030

APPLICATION FOR VACANT REAL ESTATE TAX CREDIT

Section A

Name of Applicant: _____ Date: _____

Address: _____

Telephone Number: _____ Email: _____

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, Wayne K. Curry Administration Building, 1301 McCormick Drive, Suite 1100 Largo, Maryland 20774 **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.