

**PROPERTY USE REPORT**

*This is not an exemption claim form. Filing a Property Use Report alone will not make a property eligible for exemption.  
Property Use Reports should be filed along with any other form(s) necessary to qualify a property for exemption.*

**If your organization was NOT the only user of this property as of January 1, 2019, you must complete this form.**

**If the property was offered for use for special events as of January 1, 2019, you must complete this form.** If the property was used **exclusively** by your organization as of January 1, 2019, you do not need to complete the Property Use Report. **Please note: if there is a cell telephone tower or antenna on the property, please indicate and include a copy of the lease.**

NAME OF CLAIMING ORGANIZATION:	ASSESSOR'S PARCEL NO(S):				
Persons or organizations (other than claiming organization) using the property as of January 1, 2019.	Size of area used. (Sq. Ft.)	Types of activities (e.g. meetings, counseling, fundraising, weddings, etc.).	Number of days property used by other organization in calendar year 2018.	Was property used by other organization more than one time each week?	Fee paid for use of the property.
1.					
2.					
3.					
4.					

5.					
6.					
7.					

(Please list additional users on reverse)

*I certify under penalty of perjury under the laws of the State of California that all information hereon is true, correct, and complete to the best of my knowledge and belief.*

Signature of Person Making Claim		Title	
Printed Name of Person Making Claim		Telephone Number	Date