

Documentary Transfer Tax Affordable Housing Partial Exemption Request

Affordable Housing Transfers, as defined in Section 6.96.15(a) of the Santa Monica Municipal Code, are exempt from the Second Tier Tax Rate of \$6.00 per \$1,000 of consideration or property value (or fractional part thereof) for conveyances or transfers of \$5 million and greater. Please note that the First Tier Tax Rate of \$3.00 per \$1,000 of consideration or property value (or fractional part thereof) is still due and payable.

Advance approval for an Affordable Housing Transfer exemption may be requested prior to the transfer.

Alternatively, a taxpayer may request a refund of any Second Tier Tax paid for a transfer that the City determines qualifies as an Affordable Housing Transfer. Any taxpayer seeking a refund of Second Tier Tax for an Affordable Housing Transfer must request a refund from the City within 120 days of the transfer date.

Advance Exemption Request

Refund Request

Is this transfer of improved real property described below ("Property") to either: (1) a nonprofit corporation; (2) a limited partnership or limited liability company in which a nonprofit corporation is the managing general partner or managing member; or (3) a community land trust (as defined by Revenue and Taxation Code Section 402.1) and operated in accordance with Section 2.14.18 of the Revenue and Taxation Code?

Yes No

If Yes, please state legal entity name and entity form (e.g., non-profit corporation, limited partnership, limited liability company, etc.):

Entity name: _____

Entity form: _____

Is the Property subject to a binding agreement or covenant recorded on the property to provide all residential units on the property at an affordable rent or affordable housing cost to lower income households?

Yes No

The undersigned understands and agrees to report to the City: (1) any change in the ownership of the Property, (2) change of non-profit status, (3) changes in operation of the Property to provide affordable housing, or (4) any other change that would cause the Property to not qualify as an Affordable Housing Transfer.

Yes No

The City may require a copy of the deed, instrument, or other writing necessary to verify the requested exemption.

City of Santa Monica
Documentary Transfer Tax Affordable Housing Partial Exemption Request
Continued

BUYER'S NAME	SELLER'S NAME
DECLARANT NAME	PROPERTY PARCEL NUMBER
DECLARANT'S TITLE AND RELATIONS TO THE TRANSACTION (e.g. Buyer, seller, agent)	
VALUE OF CONSIDERATION ON WHICH THE TAX IS COMPUTED	RECORDER'S RECORD NUMBER

I declare under penalty of perjury that the foregoing is true and correct.		
SIGNATURE	DATE (mm/dd/yyyy)	TELEPHONE
PRINT NAME	EMAIL ADDRESS	

Return completed form to:

By email:

treasury@santamonica.gov

By mail or in person:

Treasury Division
 1685 Main Street, Mail Stop 9 (City Hall East)
 Santa Monica, CA 90401

CITY USE ONLY		
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	Date (mm/dd/yyyy)	
Approver Print Name	Approver Signature	