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| KClogo_v_b_m2King County Department of Assessments(201 S. Jackson St., Room 708 Seattle, WA 98104)John Wilson*Assessor* |  |

# MFTE Program (RCW 84.14) – Checklist for Submission ofCertificate of Tax Exemption (Administrative Purposes Only)

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| PROJECT INFORMATION |
| Project name |  |
| Street Address |  |
| City / ZIP |  |
| DOA parcel number(s) |  |
| Construction Type | [ ]  Rehabilitation [ ]  Conversion [ ]  New Construction |
| Exemption Term  | [ ]  8-year [ ]  10-year [ ]  12-year [ ]  20-year |
| Starting Tax Year  | [ ] 2022 [ ] 2023 [ ] 2024 [ ] 2025 [ ] 2026 [ ] 2027 [ ] 2028 [ ] 2029 [ ] 2030 |
| TENURE | [ ] For Rent | [ ]  For-Sale |
| Gross Floor Area (*estimated based on latest plan set approved*)File name: Click or tap here to enter text.Date: Click or tap to enter a date. | Total gross floor area: Click or tap here to enter text. square feet Estimated gross floor area of structure in residential use: Click or tap here to enter text. square feet (*King County Assessor to verify upon appraisal*) |
| TOTAL COST OF RESIDENTIAL IMPROVEMENTS, EXCLUSIVE OF LAND(*per owner sworn statement filed with the City*) | $  |
| **Total units**:  | Live/Work units: | MFTE affordable units:  | Market-rate units: |
| Units by type as designated (*per owner sworn statement filed with the City*) | Sleeping units in congregate residence:Studios:1-bedrooms:2- bedrooms:3-bedrooms:  |  |
| CONDITIONAL certificate of tax exemption |
| [ ]  Conditional Certificate Expiration Date: Click or tap here to enter text.  |
| [ ]  Conditional Certificate – Extension Expiration Date: Click or tap here to enter text.  |
| final certificate paperwork and payment checklist |
| [ ]  Cover Letter |
| [ ]  Check for **$539** made payable to *King County Assessor* for DOA processing costs |
| [ ]  Final Certificate of Tax Exemption (*signed and dated*) |
| [ ]  Application for Final Certificate of Tax Exemption (*signed and dated*)  |