

Signature. The signature section is at the bottom of the second page. The Tax Commission is requiring that all forms be notarized. The applicant should sign

Tax Commission Application Instructions
TC109 Condo Board
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before a notary. Therefore, the dates that the signer and notary sign the form should match. Please make sure that the signer's name and title is accurate.

SIGNATURE AND OATH	
<p>This application must be signed by an individual having personal knowledge of the facts who is the Applicant, a fiduciary, an officer, general partner, or a member or manager of a limited liability company (LLC), which legal entity either is the Applicant, or a general partner, member or manager of the Applicant. NOTE: Forms TC200, TC244 and/or a Power of Attorney may be required, if required and not attached.</p> <p>Signer is (check one of boxes i-vii below): If box (v) or (vi) is checked, mark application "Special Counsel Review".</p> <p>i. <input type="checkbox"/> The Applicant named in Part 2. (check this box only if Applicant is an individual.) ii. <input type="checkbox"/> Officer of corporation named in Part 2.</p> <p>iii. <input type="checkbox"/> General partner of partnership Applicant named in Part 2. iv. <input type="checkbox"/> Member or manager of, or individual officer of LLC Applicant named in Part 2.</p> <p>v. <input type="checkbox"/> An attorney, employee, property manager or other agent for the Applicant named in Part 2. TC244 and a notarized power of attorney must be attached.</p> <p>vi. <input type="checkbox"/> Fiduciary. Specify fiduciary's relationship to Applicant: _____ Form TC200 may be required. See TC200INS (instructions).</p> <p>If signing as fiduciary for a corporation, partnership or LLC, enter name of entity: _____</p> <p>vii. <input type="checkbox"/> An officer, general partner, or member or manager of an entity that is the general partner, member or manager of the Applicant.</p> <p>Enter name of entity, relationship to Applicant and signer's title: Name of entity _____</p> <p>Relationship to Applicant _____ Signer's Title _____</p> <p>Signer signs here (indicated by red box and arrow pointing to the signature line)</p> <p>Notary signs here (indicated by red box and arrow pointing to the notary signature line)</p> <p>Dates should match (indicated by red box and arrows pointing to the date lines)</p> <p>This box should be checked. (indicated by red box and arrow pointing to box i)</p> <p>Notary Stamp (indicated by red box and arrow pointing to the notary stamp area)</p> <p>PRINT CLEARLY NAME OF PERSON SIGNING: _____</p> <p>Signed: X _____ Date _____</p> <p>County _____ State _____ Date _____</p> <p>Sworn to before me (signature of notary): X _____</p> <p>NOTARY STAMP</p> <p><small>By signing this application or any attachments, I certify that the information being relied upon is true and correct to the best of my knowledge and belief. I am not aware of any willfully false information being provided on this application or any attachments which subject me to the provisions of the penal law relevant to the making and filing of false statements.</small></p>	

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Section 2. The box in section 2A should be checked. Review this section to determine that all information is accurate.

Sections 8 and 9. Review the property physical description to make sure they are accurate. The square footage amounts are generally taken from Department of Finance records. Please contact us if there is a material error in these descriptions. See the black diamond question at the bottom of this section. If this question is answered "yes," (or should be), please advise us ASAP. Additional forms will be required.