

# CONTIGUOUS PARCELS EXEMPTION APPLICATION

**To qualify for the Contiguous Parcels Exemption during any tax year (July 1 – June 30), you must:**  
1) Be the Beneficial owner of the contiguous parcels, and the parcels must be under identical legal ownership; 2) Use the contiguous parcels solely for owner-occupied, single-family residential purposes; and 3) Apply for the exemption no later than May 31<sup>st</sup>. If you believe you qualify, please complete this form and return it to the Portola Valley School District Office prior to May 31. You only need to complete this form once. It is not necessary to complete it for each tax year, unless the property ownership changes.

Last name	First name	M.I.	
Street address			
City	State	Zip	Home phone

**Assessor Parcel Numbers:** \_\_\_\_\_  
*(You can find this number on your property tax bill.)*

**1**

Attach a copies of one of the following documents to verify that you are the beneficial owner for all the contiguous parcels.  
**(DO NOT SEND ORIGINAL DOCUMENTS)**

Property Tax Bill       Other \_\_\_\_\_

**2**

Read and sign the following statement:  
*I certify that I own and reside at the properties listed above. Under penalty of perjury, I declare that this claim (including copies of proof documents) is, to the best of my knowledge, correct and complete.*

Signature	Date
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Multiple parcels that are contiguous to each other and are used solely for owner-occupied, single-family residential purposes will, upon approval of this application, be treated as a single Parcel of Taxable Real Property.

\* Beneficial owner means that the property title is in your name, or is held for your benefit by a trustee or other fiduciary who acts on your behalf, such as a partner, corporation, oblige under a contract of sale, etc.

**Return to the Portola Valley School District no later than May 31 of the current tax year.**

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