

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Office of the Deputy Chief Financial Officer  
Office of Tax and Revenue  
Recorder of Deeds



Acknowledgement Letter of Recordation Tax Exemption based on the Real Property Tax Exemption Application

Date: \_\_\_\_\_

Square: \_\_\_\_\_ Suffix \_\_\_\_\_ Lot(s) \_\_\_\_\_

Property Address: \_\_\_\_\_

Grantor: \_\_\_\_\_

Grantee: \_\_\_\_\_

In connection with the recordation of a document concerning above referenced real property I hereby acknowledge that the exemption claimed is a preliminary exemption pending the approval or denial of the real property tax exemption.

\_\_\_\_\_ I am aware of the option not to pay recordation tax at the time of recordation and if the Exemption is denied, I am aware that recordation tax plus interest will be due.

\_\_\_\_\_ I am aware of the option to pay the recordation tax and at a later date if the exemption is approved have a right to a refund.

Signature: \_\_\_\_\_