



**City of Oakland VPT**

c/o VPT Administrator  
5627 Telegraph Ave #402  
Oakland, CA 94609

vptsupport@sci-cg.com

(855) 831-1188

VACANTPROPERTYTAX.OAKLANDCA.GOV

**VACANT PROPERTY TAX DEMONSTRABLE HARDSHIP EXEMPTION APPLICATION  
CALENDAR YEAR 2023 TAX YEAR 2024-25**

➔ APPLICATION MUST BE RECEIVED NO LATER THAN 20 DAYS AFTER DATE OF NOTICE OF VACANCY

To qualify for a “demonstrable hardship” exemption, please complete the following (see reverse for directions):

1. Ownership Information:

Last Name	First Name	Middle
Parcel Number	Address	
	Oakland, CA 94 _____	

2. To qualify for a “demonstrable hardship” exemption, meet **ONE** of the following requirements (check all that apply) (see reverse for directions)

- A. The property indicated above was, for at least one-hundred and eighty (180) days during the 2023 Calendar Year, subject to a lis pendens, or similar court order, giving notice of a conflict regarding title or ownership interests, pursuant to any pending lawsuit, bankruptcy proceeding, probate action, condemnation action or other action or proceeding filed with any court. (See reverse for required verification documents)
- B. The Owner, for at least sixty (60) days during the 2023 Calendar Year, was serving in the military and deployed overseas. (See reverse for required verification documents)
- C. The then Owner died at some time during the 2023 Calendar Year. (See reverse for required verification documents)
- D. The Owner inherited the subject property during the 2023 Calendar Year or in the immediately preceding Calendar Year. (see reverse for required verification documents)

3. Received a notice of vacancy identifying a parcel you own has been identified as vacant for calendar year 2023, and likely subject to the Oakland Vacant Property Tax for tax year 2024-25

4. I declare under penalty of perjury under the laws of the State of California that I own the parcel for which I am requesting exemption from the Vacant Property Tax; that the reason(s) indicated above are true, and that all information provided herein is true to the best of my knowledge. I understand that if any of the above information is found to be untrue, I may forfeit my eligibility. I further understand that this form may be subject to an audit, verification check, and possible denial of the exemption. I hereby authorize the City of Oakland to verify all the information herein provided.

Owner’s Name	Owner’s Signature	Phone Number	Email	Date
Co-Owner’s Name	Co-Owner’s Signature	Phone Number	Email	Date

## Directions for completing the Demonstrable Hardship exemption application

Submit completed application (one application per parcel) with supporting documentation via **email to [vptsupport@sci-com](mailto:vptsupport@sci-com)** or US mail to the address at the top of the first page.

1. To qualify for the exemption, you must be the owner of the property. Please fill in your last, first and middle name, along with the parcel number and address. Your parcel number can be found on the top right corner of the VPT notice you received by mail. Approved exemptions will receive an exemption for 100% of the Vacant Property Tax levied on the parcel for which a demonstrable hardship exemption application is submitted. Eligible property owners must reapply each tax year.
2. The Oakland Vacant Property Tax Act authorizes an exemption from the Vacant Property Tax for a property owner whose property is vacant as result of demonstrable hardship that is unrelated to the property owner's personal finances. In addition to the sworn statement under penalty of perjury on the front page of this application form, supporting documentation must be included with your application where indicated. Required supporting documentation is listed below:
  - A. Legal filings proving that the subject property, for at least one-hundred and eighty (180) days during the 2023 Calendar Year, was subject to a lis pendens, or similar court order during the 2023 Calendar Year.
  - B. Military Orders related to the Owner's military deployment overseas for at least sixty (60) days during 2023.
  - C. Death Certificate showing the then Owner died at some time during the 2023 Calendar Year.
  - D. Inheritance documentation including a legal Will, showing the subject property was inherited during the 2023 Calendar Year or in the immediately preceding Calendar Year.
3. Owner and co-owners\* must complete, sign, date, and provide contact information on their application.

\*Per the O.M.C. section 4.56.010 - For the purposes of applying any exemptions defined in Section 4.56.090. EACH person or entity that owns a portion of the real property must separately demonstrate that they are entitled to an exemption."

Submission of documents does not guarantee approval. Additional documentation may be requested.

Submit applications and supporting documents via **email to [vptsupport@sci-cg.com](mailto:vptsupport@sci-cg.com)** or mail to:

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*Please note the above address is a commercial mail receiving agency and not an office.*

Applicants will be notified with an approval or denial letter no later than July 15 of the applicable property tax year.