



## **CITY OF VERNON SPECIAL PARCEL TAX INFORMATION AND APPLICATION INSTRUCTIONS**

The City of Vernon imposes an annual Warehouse Special Parcel Tax (Warehouse tax) and an annual Public Safety Special Parcel Tax (Public Safety tax). The Warehouse tax is levied on the square footage of land area utilized for warehousing, distribution, truck terminal, and freight terminal occupancies. The Public Safety tax is levied on the square footage of land area or portion thereof not taxable by the Warehouse tax.

The Warehouse tax and the Public Safety tax are collected through the Annual Property Tax Bill.

The Warehouse tax assessment for Fiscal Year 2016/2017 is \$0.30045 per square foot of gross land area. The Public Safety tax assessment for Fiscal Year 2016/2017 is \$0.03098 per square foot of taxable parcel area. Please note the special parcel tax assessments may be increased annually.

Information relevant to the special parcel taxes is described in Chapter 5, Article IV, Section 5.45 and Section 5.46 in the Code of the City of Vernon.

[http://www.amlegal.com/nxt/gateway.dll/California/vernon\\_ca/thecodeofthecityofvernoncalifornia?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:vernon\\_ca](http://www.amlegal.com/nxt/gateway.dll/California/vernon_ca/thecodeofthecityofvernoncalifornia?f=templates$fn=default.htm$3.0$vid=amlegal:vernon_ca)

If you wish to file for an adjustment, reassessment, exemption or an inquiry of the Warehouse tax and/or the Public Safety tax assessed on your parcel or business the City requires an Application for Adjustment/Reassessment/Exemption/Inquiry of the Special Parcel Tax to be completed and submitted to the City of Vernon. Please complete the application in its entirety and **submit an original signed application** to the Office of the City Clerk. The Public Works Department staff will conduct the investigation of your claim.

If you have any questions regarding the Special Parcel Taxes please contact Claudia Arellano of the Public Works Department at 323-583-8811 extension 258 or [carellano@ci.vernon.ca.us](mailto:carellano@ci.vernon.ca.us).



# APPLICATION FOR ADJUSTMENT/REASSESSMENT/EXEMPTION/INQUIRY OF SPECIAL PARCEL TAX

**DATE:** \_\_\_\_\_

**TO:** City Clerk

**FROM:** \_\_\_\_\_

Name of Property/Business Owner

\_\_\_\_\_   
Contact Name

\_\_\_\_\_   
Address

\_\_\_\_\_   
City, State, Zip Code

\_\_\_\_\_   
Phone Number

\_\_\_\_\_   
Email

Please mail signed original application to:

City of Vernon  
Office of the City Clerk  
4305 Santa Fe Avenue  
Vernon, California 90058

If you have any questions regarding the  
Special Parcel Tax, please contact:  
Claudia Arellano, Public Works Department  
323-583-8811 extension 258  
[carellano@ci.vernon.ca.us](mailto:carellano@ci.vernon.ca.us)

**Parcel Number (please complete a separate application for each parcel):** \_\_\_\_\_

**Parcel Location/Address:** \_\_\_\_\_

**Fiscal Year (i.e. July 1, 2014 – June 30, 2015) of requested Adjustment/Reassessment/Exemption/Inquiry:**  
\_\_\_\_\_ (please complete a separate application for each fiscal year, if applicable)

**This application is for: (please check one only)**

**Warehouse Special Parcel Tax**  **Public Safety Special Parcel Tax**  **Both**

**Please describe in detail the reason for an Adjustment/Reassessment/Exemption/Inquiry (provide additional sheets if necessary):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Square Footage of all Building(s) on the Property:** \_\_\_\_\_

**Square Footage of Each Tenant Space:** \_\_\_\_\_

**Have You Paid the Property Tax Bill to the Los Angeles County:** Yes  No

\* Please note that this application shall not permit you to postpone payment of a tax pending the decision of the City Clerk or the City Council as the case may be.

\*\* Please include a copy of the property tax bill and any and all supporting documentation you deem appropriate for your request.

\_\_\_\_\_  
**Signature of: Property Owner**  **Business Owner**

\_\_\_\_\_  
**Date**