



Ministry of Finance and Planning
 Sir Cecil Wallace-Whitfield Centre
 P. O. Box N-3017
 Nassau Bahamas

**NATIONAL REGISTER OF HISTORIC RESOURCES
 APPLICATION FOR TAX CONCESSIONS**

- REAL PROPERTY TAX EXEMPTION
- DUTY FREE EXEMPTION

1. _____
NAME OF APPLICANT/AGENT

Address:
 Street: _____
 P. O. Box: _____
 Telephone: _____
 Fax: _____
 Email: _____

2. _____
NAME OF PROPERTY OWNER

Address:
 Street: _____
 P. O. Box: _____
 Telephone: _____
 Fax: _____
 Email: _____

3. _____
NAME OF PROPERTY (If any)

Historic Name: _____
 Original Date of Construction (*if known*): _____
 Description: _____

*Attach unmounted photographs (*See Explanatory Note 1*)

4. **LOCATION OF BUILDING:**
 Street: _____ House No: _____
 P. O. Box: _____
 Community/Settlement: _____
 City/Town: _____

5. **OCCUPATION OF BUILDING:** (*See Explanatory Note 2*)

- Occupied
- Vacant
- Abandoned

6. **CLASSIFICATION:**

<p>(A) OWNERSHIP OF PROPERTY (<i>Check boxes that apply</i>)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Private <input type="checkbox"/> Public/Government <input type="checkbox"/> Public/Corporation 	<p>(B) CATEGORY OF PROPERTY (<i>Check one box only</i>)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Buildings <input type="checkbox"/> District <input type="checkbox"/> Site <input type="checkbox"/> Structure <input type="checkbox"/> Object
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<p>(C) USE OF PROPERTY (<i>Check boxes that apply</i>)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Educational <input type="checkbox"/> Religious <input type="checkbox"/> Other 	<p>(D) MATERIALS (<i>Enter category</i>)</p> <p>foundation (e.g. stone) _____</p> <p>walls (internal) (e.g. wood) _____</p> <p>walls (external) (e.g. stone) _____</p> <p>roof (e.g. tiles) _____</p> <p>other (e.g. asbestos, shingles) _____</p>
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7. **NUMBER OF RESOURCES WITHIN PROPERTY:** (*See Explanatory Note 3*)

<p>Contributing (historic)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Non-Contributing (non-historic)</p> <p>Buildings _____</p> <p>Sites _____</p> <p>Structures _____</p> <p>Objects _____</p> <p>Totals _____</p>
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EXPLANATORY NOTES:

Note 1. (Question 3)

Applicants should provide good, clear photographs to describe the building or site and its surroundings *before* improvement. ***Polaroid photographs will not be accepted.*** Photographs should be numbered, dated and labeled with property name, the view (e.g. east side) and a brief description of the view. Photographs should be keyed to the application narrative and sketch map where appropriate.

Note 2. (Question 5)

In deciding whether a building is occupied, vacant or abandoned, a structure is considered occupied if the space therein is occupied for a minimum period of one month per year. A vacant structure is one that is habitable but is temporarily unoccupied. An abandoned building is a structure that is either habitable or inhabitable that has not been continuously occupied for a period of three years or more. The authority will give consideration to the following; (a) the physical condition of the building; (b) the period of non-use; (c) whether there had been any other intervening use; and (d) the owner's intention.

Note 3. (Question 7)

It is recognized that there may be cases of multiple resources (i.e. buildings, structures, objects, etc.) located within a property where all of the same do not have historic merit. Contributing resources are those that have been deemed to have historic merits. Although non-contributing resources may not have historic merits they sometimes make up an essential part of the overall historic entity and should be listed in the space provided.

Note 4. (Question 8)

Information provided in response to Question 8 should include a detailed description of the restoration, renovation or rehabilitation works being proposed. For buildings, begin by describing site work, following by work on the exterior, including new construction and finally work on the interior, as applicable.

Note 5. (Question 9)

- a) A building permit and approval of the Town Planning Committee is required for any material changes (modification, addition, demolition, etc.) to the exterior of a building whether the building is an historic structure or not. The Special Projects Committee of the Ministry of Finance and Planning will review all applications, and the Special Architectural Committee must review applications for sites in the Historic Nassau area.
- b) Application should be made for Approval in Principle for more complex proposals and should follow preliminary discussions with the Planning Department.