



COMMONWEALTH OF VIRGINIA – DEPARTMENT OF HISTORIC RESOURCES  
VIRGINIA HISTORIC REHABILITATION TAX CREDIT PROGRAM  
**PART 1 – EVALUATION OF SIGNIFICANCE**

DHR PROJECT # \_\_\_\_\_

**Instructions:** Please read these instructions carefully before completing the application. No certification will be made unless a completed application form and required supplementary documentation is received. The application must be typed, and all materials must be submitted in hard copy – electronic submissions are not accepted.

**NOTE:** For properties listed individually in the Virginia Landmarks Register, this Part 1 application is required if the property has more than one building or structure.

**Section 1: Property Information**

Historic Name of Property: \_\_\_\_\_

Address of Property: \_\_\_\_\_  
NUMBER STREET

CITY COUNTY 9-DIGIT ZIP

DHR Identification Number: \_\_\_\_\_ Historic District Name: \_\_\_\_\_

Is the Building Protected by an Easement Administered by DHR? Yes No *If Yes, please submit an additional copy of all materials.*

**Section 2: Type of Evaluation Requested** (Select only one)

- Certification that the building contributes to the significance of the above-named historic district.
- Certification that the building is individually listed in the Virginia Landmarks Register.
- Certification that the building is eligible for individual listing in the Virginia Landmarks Register.
- Certification that an outbuilding or secondary resource contributes to the above-named property that is individually listed on the Virginia Landmarks Register.
- Preliminary determination that a building located in a potential historic district contributes to the significance of the district.
- Preliminary determination for individual listing in the Virginia Landmarks Register.
- Preliminary determination that a building outside the period or area of significance contributes to the significance of the district.

**Section 3: Project Contact** (if different from the applicant/owner)

*NOTE: This is the only individual/entity other than the below-identified Owner that DHR is authorized to speak with regarding this project*

Name: \_\_\_\_\_ Business Entity: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Section 4: Owner**

If I am not the current owner of this property, I have provided a signed letter from the property owner giving me permission to submit this application.

Name: \_\_\_\_\_ Business Entity: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Taxpayer ID (SSN or EIN): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**ATTESTATION:** *I declare under penalty of law that the information provided is, to the best of my knowledge, correct, and that I own the property described above. I understand that submission of false records or falsification of anything in communications with the department is grounds for denial of the certification of completed work and is punishable under Virginia and federal law.*

OWNER SIGNATURE (original, wet ink signature required)

DATE



**Section 5: Primary Building Details**

Date of Construction: \_\_\_\_\_ Source of Date: \_\_\_\_\_

Date(s) of Alteration(s): \_\_\_\_\_

Has the Building Been Moved?    Yes    No            If Yes, When? \_\_\_\_\_

Narrative Description of Physical Appearance:

Continued on separate page?    Yes

**Section 6: Outbuildings and Other Secondary Resources**

Are There Outbuildings (e.g., garage, barn, shed) or Other Resources (bridge, wall, ruin, or other structure) Present?

	Type of Outbuilding	Construction Date	Contributing?		Brief Physical Description	Present?	
			YES	NO		Yes	No
1.	_____	_____			_____		
2.	_____	_____			_____		
3.	_____	_____			_____		
4.	_____	_____			_____		

*Please use a supplementary sheet to list any additional outbuildings*

**Section 7: Statement of Significance**

Narrative Statement of Significance (include the Period of Significance if available):

Continued on separate page?    Yes

**Section 8: National Register Registration Form, Photographs, and Maps**

Please attach the following to this application:

- Photographs of the primary resource (each elevation, representative interior images, and site context).
- Photographs of any secondary resources (each elevation, representative interior images if applicable, and site context).
- Maps of the property, indicating the location of each resource.
- Select pages of the National Register Nomination Form (See "Application Checklist" document).

**Please return the completed application and associated materials to:**  
Preservation Incentives Division  
Virginia Department of Historic Resources  
2801 Kensington Avenue  
Richmond, VA 23221

Continuation Sheet(s)

Continued on separate page(s)?      Yes

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