

APPLICATION FOR PROPERTY TAX EXEMPTION INSTRUCTIONS

DO NOT COMPLETE THIS APPLICATION IF YOU DO NOT RESIDE ON THIS PROPERTY

HOMESTEAD TAX EXEMPTIONS ARE NOT TRANSFERABLE. If you had a Homestead Tax Exemption on your prior property, you must file a new Homestead Tax Exemption application for your new property.

If listed on the application, you must provide copies of the following items for each applicant:

1. Florida Driver's license or Florida ID for each applicant.
2. Florida vehicle registration for each applicant (if you drive)
3. Palm Beach County voter's registration card (if you vote)
4. Front and back of Permanent Alien Card (if you are not a U.S. Citizen)

Please verify the pre-printed information on the attached exemption application.

HOW TO COMPLETE THE EXEMPTION APPLICATION PLEASE PRINT

The following information must be provided in order to process your Homestead tax Exemption Application.

1. If there is more than one owner and they are applying for homestead, please list their name in the co-applicant field
2. Please list a day time phone number where you may be reached.
3. Check the appropriate box indicating your marital status.
4. Please indicate if you or your spouse is currently receiving a residency based exemption in another county, state or Country. If YES, please indicate where.
5. List your last year's address and whether you "Owned", "Rented", or "Other"
6. Indicate whether you or your spouse own property anywhere other than Florida. If YES, Where?
7. Indicate whether you or your spouse retain an out of state driver license. If YES, where?
8. Indicate whether you filed for any residency based exemptions last year
9. List your email address
Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.
10. List the address of each owner not residing on property
11. List the date each applicant became a permanent resident of Florida. **(Required)**
12. List the date each applicant moved into this new home. **(Required)**
13. List Florida driver's license number(s) or Florida ID and dates they were issued for all applicants. **(Required)**
("Valid in Florida Only" licenses are for nonresidents and do not qualify as proof of Florida Residency).
14. List Florida vehicle registration tag number and date of issue for vehicle of each applicant.
15. If registered to vote, provide Palm Beach County Voter Registration number and date of registration for each applicant.
16. If you are a U.S. Citizen, please note "USC" in the box. If not a U.S. Citizen(s), provide Immigration number(s) for each applicant. **A copy of your permanent alien card (front & back) must be attached.**
17. Declaration of Domicile is for applicants who do not hold a Driver's License, State ID, or Voter Registration in any state. Please call our office for further instructions if this applies to you.
18. List the date of birth for each owner regardless of filing status.
19. List current employer for each applicant.
20. List the complete address from where each applicant filed their last IRS tax return.
21. List the social security number(s) for each applicant and their spouse regardless of filing status.
22. All applicants applying for Homestead Exemption must sign and date this application.

For verification purposes, all future mail regarding your property will be sent to the property location address.

If you believe you qualify for any of the additional exemptions listed on the back of this page,
please contact our nearest Service Center

DO NOT DELAY – MAIL YOUR COMPLETED APPLICATION TODAY!

AD VALOREM TAX EXEMPTION APPLICATION

DO NOT COMPLETE THIS APPLICATION IF YOU DO NOT RESIDE ON THIS PROPERTY

If you are a **permanent resident of Florida** and this property will be your **primary residence as of January 1, 2007**, you should complete this application for property tax exemption **NOW** to pre-file for your **2007 Homestead Tax Exemption**. A qualified Homestead Tax Exemption may entitle you to up to a \$25,000 reduction in your assessed value and save you hundreds of dollars in annual property taxes. In addition, you will become eligible for further savings from the annual property assessment cap which limits annual assessment increases to no more than 3%.

If your submission of the Application for Property Tax Exemption is complete, including all required documentation, you will be mailed a receipt.

If your submission of the Application for Property Tax Exemption is incomplete or lacking any required documentation, your application will be placed on "HOLD" and you will be mailed a request for the missing information.

If your application is denied due to ineligibility, you will receive a denial notice on July 1 of the tax year for which you applied. You will have 30 days to file a petition for a hearing before a Special Magistrate.

ADDITIONAL AD VALOREM TAX EXEMPTIONS ARE AVAILABLE FOR THE FOLLOWING:

WIDOW/WIDOWER:	Death Certificate Required
DISABILITY:	Medical Documentation Required
BLIND PERSON:	Medical Documentation Required
TOTAL AND PERMANENT DISABILITY: QUADRIPLEGIC, HEMIPLEGIC, PARAPLEGIC	Medical Documentation Required
SERVICE CONNECTED TOTAL AND PERMANENT DISABILITY:	Federal Government Medical Documentation Required
DISABLED VETERANS CONFINED TO A WHEELCHAIR:	Federal Government Medical Documentation Required
TOTAL AND PERMANENT DISABILITY:	Medical and Income Documentation Required
ADDITIONAL HOMESTEAD EXEMPTION FOR PERSONS AGE 65 AND OVER:	Income Documentation Required

If you believe you qualify for any of the above additional exemptions, you should contact an Exemption Services Representative at any of the Service Center locations listed below.

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Governmental Center - First Floor
Exemption Services Department
301 North Olive Avenue
West Palm Beach, Florida 33401
(561)355-2866 Fax: (561)355-4416

West County Service Center
2976 State Road 15
Belle Glade, FL 33430
TEL: (561) 996-4890
FAX: (561) 996-1661

North County Service Center
3188 PGA Blvd., Rm. 2301
Palm Beach Gardens, FL 33410
TEL: (561) 624-6521
FAX: (561) 624-6565

Mid-Western Service Center
200 Civic Center Way, Ste. 200
Royal Palm Beach, FL 33411
TEL: (561) 784-1220
FAX: (561) 784-1241

South County Service Center
501 S. Congress Ave., Ste. 150
Delray Beach, FL 33445
TEL: (561) 276-1250
FAX: (561) 276-1278

Original Application for Ad Valorem Tax Exemption

County _____ Tax Year _____ Case _____ Clerk _____

Property ID: _____

New _____ Change _____ Additional _____

Applicant Name and Address:

1 Co-Applicant name(s): _____
 Legal Description: _____

2 _____ Phone: _____

3 **Marital status:** Single Married Widow Divorced Widower

4 Are you or your spouse receiving tax benefits in another county, state, or Country? (i.e. Homestead, school tax relief, tax rebate, rollback, lottery credit, etc.)
 _____ Yes _____ No If yes, Where? _____

5 Your last year's address: _____ Own _____ Rent _____ Other _____

6 Do you or your spouse own property anywhere other than Florida?
 _____ Yes _____ No If yes, Where? _____

7 Do you or your spouse have an out of state drivers license or vehicle tag?
 _____ Yes _____ No If yes, Where? _____

8 Did you file tax exemptions last year? _____ Yes _____ No
 Where: _____

9 Email Address: _____

Permanent Florida residency required as of January 1	
\$25,000 Homestead exemption *(see additional information)	<input type="checkbox"/>
\$500 Widow's exemption	<input type="checkbox"/>
\$500 Widower's exemption	<input type="checkbox"/>
\$500 Disability exemption	<input type="checkbox"/>
\$500 Blind persons exemption	<input type="checkbox"/>
\$5000 Disabled Veteran exemption	<input type="checkbox"/>
Total and permanent disability exemption – Quadriplegics (Documentation required)	<input type="checkbox"/>
Service connected total and permanent disability exemption (Documentation required)	<input type="checkbox"/>
Exemption for disabled veterans confined to wheelchairs (Documentation required)	<input type="checkbox"/>
Total and permanent disability exemption (Documentation required)	<input type="checkbox"/>
* If you wish to apply for an additional homestead exemption enacted by local ordinance for persons age 65 and older you must file form DOR-501SC. However, you must either receive, or apply for, the regular homestead to get the 65 and older additional homestead exemption. If you have already received regular homestead exemption, you do not need to file another form DR-501.	
Ownership information	
Percent of ownership _____	Type of Deed _____
Recorded: Book _____	Page _____
Date recorded _____	Date of Deed _____

Note: Disclosure of your social security number is mandatory. It is required by section 196.011 (1), Florida Statutes. The social security number will be used to verify taxpayer identity information, homestead exemption information submitted to property appraiser, and intangible tax information submitted to the Department of Revenue.

Proof of residence for all owners

10	Give address of each owner not residing on property			
11	Date you last became a permanent resident of Florida			
12	Date of occupancy			
13	Florida driver license number	(Date)	(Date)	(Date)
14	Florida vehicle tag number			
15	Florida voter registration number (If U.S. citizen)	(Date)	(Date)	(Date)
16	Immigration number (Alien Card – if not a U.S. citizen)	(Date)	(Date)	(Date)
17	Declaration of domicile	Res. date	Res. date	Res. date
18	Date of birth			
19	Current employer			
20	Address listed on your last IRS return			
21	Social Security Number			
22	Signature/Date			

I hereby authorize this agency to obtain information necessary to determine my eligibility for the exemption(s) applied for. **NOTE: If all information is not received by March 1st, your application will be processed for whatever exemptions you qualify for on that date.** I hereby make application for the exemptions indicated and affirm that I do qualify for same under Florida Statutes. I am a permanent resident of the State of Florida and I own and occupy the property described above. I understand that section 196.131 (2), Florida Statutes provides that any person who knowingly and willfully gives false information for the purpose of claiming homestead exemption is guilty of a misdemeanor of the first degree, punishable by a term of imprisonment not exceeding 1 year or a fine not exceeding \$5,000 or both. Further, under penalties of perjury, I declare that I have read the foregoing application and the facts in it are true. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.