

**PROPERTY TAX RELIEF, SUSQUEHANNA COUNTY
APPLICATION FOR HOMESTEAD AND FARMSTEAD EXCLUSIONS**

Please read instructions on reverse side before completing application. Applications must be filed with the County Assessors Office by March 1st.
The County Assessors Office phone is: **570 278-4600** 151

Basic Information

Name / Address Correction

1. Property Owner(s) _____

 2. Property Address _____

 3. Municipality _____
 4. School District _____
 5. Mailing Address _____

- City/State/Zip _____

Send your completed application to:

**SUSQUEHANNA COUNTY
COURTHOUSE
PO BOX 218
MONTROSE, PA 18801**

6. Phone Number of Applicant..... Daytime _____ Evening _____

Homestead Information

7. Do you use this property as your primary residence?..... Yes ___ No ___
8. Do you claim anywhere else as your primary residence?..... Yes ___ No ___
9. Is your residence part of a cooperative where some or all of the property taxes are paid jointly?..... Yes ___ No ___
10. If you answered yes to question 9, what is your proportionate share of ownership?..... %
11. Is your property used for something other than your primary residence, such as a business or rental property?..... Yes ___ No ___
12. If you answered yes to question 11, what percentage of the property is used solely as your residence?..... %
13. Your parcel number is: _____

Farmstead Information

(Only applicable to buildings and structures used for commercial agricultural production.)

14. Does this property include at least ten contiguous acres of farm land?..... Yes ___ No ___
15. Are there buildings and structures on the property that are used primarily to:
 - A. Produce or store any farm product for purposes of commercial agricultural production? Yes ___ No ___
 - B. House animals raised or maintained on the farm for the purpose of commercial agricultural production? Yes ___ No ___
 - C. Store machinery or equipment used on the farm for the purpose of commercial agricultural production? Yes ___ No ___
16. If you answered yes to questions 15 A,B, or C, do any farm buildings or structures already receive a property tax abatement under any other law? Yes ___ No ___

I hereby certify that the above information is true and correct.

Signature(s) _____ Date ____/____/____

This application must be signed by an owner for whom this property is the primary residence. Any person who knowingly files an application which is false to any material matter shall be subject to payment of taxes due, plus interest, plus penalty and shall be subject to prosecution as a misdemeanor of the third degree and a fine of up to \$2,500.00.

Date Filed	____/____/____	OFFICIAL USE ONLY		Homestead Value	_____
Date Reviewed	____/____/____	Land Value	0	Farmstead Value	_____
Reviewed By	_____	Imprv Value	0	Approved	___ Denied ___
Applicable Years	_____	Total Value	0		
		Land Use		14:49:58	01/04/2007

You must file this application in order to receive PROPERTY TAX RELIEF under ACT 1 of 2006, the Pennsylvania Tax Payer Relief Act

INSTRUCTIONS... PROPERTY TAX RELIEF... APPLICATION FOR HOMESTEAD AND FARMSTEAD EXCLUSIONS

The Taxpayer Relief Act, Act 1 of Special Session 1 of 2006, was signed into Law by Governor Rendell on June 27, 2006. The Tax Payer Relief Act provides two separate mechanisms to reduce your property tax bill. First, each school district, except the Pittsburgh, Scranton and Philadelphia School Districts, is required to conduct a voter referendum in 2007 to determine whether to impose an additional local income tax to be used to reduce property taxes. Second, the Taxpayer Relief Act also provides for property tax reduction allocations to be distributed by the Commonwealth to each school district. Either type of property tax reduction will be through a "homestead or farmstead exclusion."

Under a homestead or farmstead tax exclusion, the assessed value of each homestead or farmstead is reduced by the amount of the exclusion before the property tax is computed. You are not guaranteed a homestead or farmstead exclusion unless and until an additional income tax for purposes of granting a homestead or farmstead exclusion is approved by voter referendum or sufficient funds have been collected to permit property tax reduction allocations to be made by the Commonwealth. If an additional income tax is approved by the voters at the 2007 referendum, initial property tax reductions funded by this mechanism will take effect July 1, 2007. Initial property tax reductions funded by allocations from the Commonwealth may not take effect until at least July 1, 2008.

To receive school property tax relief for tax years beginning July 1 or January 1, this form must be filed by the preceding March 1. Your school district is required to notify you by December 31 of each year if your property is not approved for the homestead or farmstead exclusion or if your approval is due to expire.

1. Fill in your name and name of other owners of record, such as your spouse or a co-owner of the property. The application must be signed by an owner for whom the property is his or her primary residence. If the property has more than one owner, signatures of additional owners are not required.
2. Fill in the address of the property for which you are seeking a Homestead Exclusion
3. Fill in your municipality, if you are not sure what your municipality is, contact your local tax collector or county assessment office at: 570 278-4600 151
4. Fill in your school district. If you are not sure what your school district is, contact your local tax collector or county assessment office at: 570 278-4600 151
5. Fill in your mailing address.
6. Please list phone numbers where you can be reached during the day, and the evening, if you are unavailable during the day.
7. Only a primary residence may receive the homestead exclusion. This is where you intend to reside permanently until you move to another home. You may be asked to provide proof that this property is your primary residence, such as your drivers license, your voter registration card, your personal income tax form or your local earned income tax form.
8. Do you have another residence which you claim as your primary residence? For instance do you claim another state as your primary residence, or another county in Pennsylvania? The Homestead Exclusion can only be claimed once for a place of primary residence. You may not claim this property as your primary residence if you claim another property as a primary residence or if you or your spouse receive a homestead tax abatement or other homestead benefit from any other county or state.
9. If you live in a unit of a cooperative and you pay all or a portion of your real property taxes jointly through a management agent or association, rather than paying your taxes separately from other units, check yes.
10. If you answered yes to question 9, please indicate your proportionate share of ownership. You may be asked to provide a contact to confirm this information.
11. Check yes if the property for which you are seeking a homestead exclusion is used for other purposes, such as a business or rental property.
12. If you answered yes to question 11 indicate what percentage of the property is used as your private residence.
13. Review the parcel number of the property for which you are seeking a homestead exclusion. You can also find the parcel number on your real property tax bill. If this is incorrect, call your local tax collector or county assessment office at: 570 278-4600 151
14. Only buildings and structures on farms which are at least ten contiguous acres in area and used as the primary residence of the owner are eligible for a farmstead exclusion. Land is not eligible for the farmstead exclusion. If your property includes at least ten contiguous acres of farm land, check yes.
15. Check yes if the buildings or structures are used primarily to:
 - A. Produce or store farm products produced on the farm for the purpose of commercial agricultural production.
 - B. House animals raised or maintained on the farm for the purpose of commercial agricultural production.
 - C. Store agricultural supplies or machinery and equipment used on the farm in commercial agricultural production.
16. Check yes if any farm buildings or structures receive an abatement of property tax under any other law.

Change in Use

When the use of a property approved as homestead or farmstead property changes so that the property no longer qualifies for the homestead or farmstead exclusion, property owners must notify the assessor within 45 days of the change in use. If the use of your property changes and you are not sure if it still qualifies for the homestead exemption, you should contact the assessor.

False or Fraudulent Applications

The assessor may select, randomly or otherwise, applications to review for false or fraudulent information. Any person who files an application which contains false information, or who does not notify the assessor of a change in use which no longer qualifies as homestead or farmstead property, will be required to:

- * Pay the taxes which would have been due but for the false application, plus interest.
- * Pay a penalty equal to 10% of unpaid taxes.
- * If convicted of filing a false application, be guilty of a misdemeanor of the third degree and be sentenced to pay a fine not exceeding \$2,500.00.

This application must be signed, by an owner for whom this property is his or her primary residence. If the property has more than one owner, signatures of additional owners are not required. By signing this application, the applicant is affirming or swearing that all information contained in this application is true and correct.

For questions on the Homestead or Farmstead Exclusion, please contact your local tax collector or the county assessment office Monday through Friday at 570 278-4600 151