

GENERAL INSTRUCTIONS TO COMPLETE YOUR EXEMPTION APPLICATION

Do not attach originals. They will not be returned

- 1. All owners residing on the property should complete this application.**
Unless you're using a pre-printed application, write your **COMPLETE NAME, PROPERTY ADDRESS, LEGAL DESCRIPTION and DEED INFORMATION** where indicated. (Attach additional sheets if necessary)

- 2. Make sure to check All EXEMPTIONS for which you are applying.**
PLEASE NOTE: The Homestead Exemption is often a pre-requisite to qualifying for the various property tax exemptions allowed under Florida Law.

- 3. ANSWER ALL QUESTIONS on the Exemption Application Form.**
Any two of the following, issued prior to January 1, will be accepted as proof of Florida residency:
 - Florida Driver's License or Florida ID
 - Current Year SSA-1099 or W-2
 - Florida Auto Registration
 - IRS 1040 Tax Return from previous year
 - Florida Voter's Registration Card
 - Employment Letter on Employer's Letterhead

IMPORTANT: Attach **COPIES** of the two documents you use from the above list.
If filing for Homestead Exemption on a property held in a Trust, a copy of the Trust Agreement must be attached to this application.
Non U.S. citizens must attach a copy of their permanent U.S. residency document (e.g. Green Card)...front and back.



Applying for a **WIDOW/WIDOWER EXEMPTION?**

You **MUST** attach a copy your spouse's death certificate.



Applying for **DISABILITY EXEMPTION?**

You must select one of the Disability Exemptions listed on the Homestead Exemption application form.

\$500 Civilian Disability: One (1) doctor's certificate

Civilian Disability Total Exemption: Two (2) doctor's certificates (509-01-10) and a notarized income affidavit (DR-501A)

\$5,000 Veteran's Disability: VA letter (27-125) service connected disability, 10% or more

Veteran's Disability Total Exemption: VA letter (27-333) service connected total and permanent disability



Applying for the **SENIOR CITIZEN EXEMPTION?**

You must complete form **DR-501SC**.

First time applicants must submit a Federal Income Tax Return.

Income information is required for each household member, regardless of ownership.



READ, SIGN & DATE THE APPLICATION!

Please provide your telephone number.



EXEMPTION REQUIREMENTS

HOMESTEAD EXEMPTION

Florida law allows up to a \$25,000 Homestead Exemption if you meet the following requirements:

- * Apply by March 1
- * Own the property on January 1
- * Reside on the property on January 1
- * You must be a permanent resident of the State of Florida on January 1
- * You must be a United States citizen or have been granted a Permanent Resident card on or before January 1

WIDOW/WIDOWER EXEMPTION

\$500 Widow/Widower

- * Submit a copy of spouse's death certificate. Applicant may not be divorced or remarried. Must be a widow/widower on January 1.

LIMITED INCOME SENIOR CITIZEN EXEMPTION

- * Have Homestead Exemption
- * 65 years of age on or before January 1
- * Total HOUSEHOLD ADJUSTED GROSS INCOME does not exceed statutory limits.

DISABILITY EXEMPTION

\$500 Disability Exemption

- * Statement of disability from **one** licensed, Florida physician on state required form.

\$5,000 Veterans Exemption

- * Submit a letter from the Veterans Administration stating percentage of service-connected disability.

Total Exemption for Disability

- * Statements of disability from **TWO** licensed, professionally unrelated Florida physicians on state-required form, stating that you are a quadriplegic, paraplegic, hemiplegic, legally blind or must use a wheelchair for mobility **AND** an income affidavit verifying household income does not exceed statutory limits **OR** a letter from Veterans Administration certifying your disability is "totally and permanently" service-connected.

NOTE: Quadriplegic does not have to meet income limitation.

MAIL TO

Miami-Dade County
 Property Appraisal Department
 P.O. Box 013140
 Miami, FL 33101-3140

PLEASE DO NOT MAIL ANY CHECKS FOR TAXES WITH YOUR APPLICATION!

If you have any additional questions, please call (305) 375-4125 or Team Metro at (786) 331-5321

or visit our website at www.miamidade.gov