



PROPERTY TAX DEFERRAL APPLICATION For an Owner-Occupied Homestead

36 M.R.S., Chapter 908

Must be filed with the municipal assessor between January 1 and April 1

Owner Information

Owner 1 first name: _____ last name: _____ SSN: _____

Owner 2 first name: _____ last name: _____ SSN: _____

If more than two owners are listed on the property deed, attach a page with their name(s) and SSN(s).

Physical address: _____ Municipality: _____ ZIP: _____

Mailing address (if different than physical address): _____

Phone: _____ Email: _____

Property description: Single-family residence Condo/townhouse Mobile home
 Other - specify: _____ Land (in acres): ____ . ____

Other property: An owner of this property owns more than one residential property in the State of Maine. County: _____

Check each box that applies:

- 1.(a) At least one owner will be at least 65 years old as of April 1st this year;
- OR**
- (b) At least one owner has a permanent and total disability that prevents them from being employed;
- 2. The owner(s) own this property without limitations (fee simple), and this property receives a Homestead Exemption.
- 3. This property is not currently in a municipal deferral program and there are no prohibitions against placing it in a deferral program.
- 4. There is an existing municipal lien on the property.

Direct Heir(s)

List the owners' direct heir or next of kin, such as a spouse or child. If the owners have more than one direct heir, attach a separate page with their name(s), email(s), physical address(es), and phone number(s).

Name: _____ Email: _____

Address: _____ Phone: _____



Income

Complete line 5 or line 6 below, but not both. Include income from all owners for the previous calendar year. To qualify for a deferral, all owners of a property must have a combined income that was less than \$80,000 during the calendar year immediately preceding the calendar year in which the application is filed.

IF ANY OWNER DOES NOT FILE A FEDERAL INCOME TAX RETURN, ENTER:

- 5. (a) Social security benefits and railroad retirement benefits: 5a. \$ _____
- (b) Interest and dividends: 5b. \$ _____
- (c) Pensions, annuities and IRA distributions: 5c. \$ _____
- (d) Wages, salaries, tips etc: 5d. \$ _____
- (e) Other income: 5e. \$ _____

IF ALL OWNERS DO FILE FEDERAL INCOME TAX RETURN, ENTER:

- 6. (a) Federal total income. (Federal Form 1040 or Form 1040-SR, line 9): 6a. \$ _____
- (b) Social security and railroad retirement benefits not included on line 6a: 6b. \$ _____
- (c) Interest not included on line 6a: 6c. \$ _____
- (d) Loss add-backs: 6d. \$ _____
- 7. Total income. Enter the sum of either lines 5a through 5e or lines 6a through 6d: 7. \$ _____

Liquid Assets

Include assets owned for all owners of the property. To qualify for the deferral program, if an applicant is the sole owner of a home, the applicant must own less than \$100,000 in liquid assets. If an applicant is one of multiple owners, all owners together must hold liquid assets worth less than \$150,000.

- 8. (a) Bank accounts: 8a. \$ _____
- (b) Certificates of deposit: 8b. \$ _____
- (c) Money market funds and mutual funds: 8c. \$ _____
- (d) Life insurance policies: 8d. \$ _____
- (e) Stocks and bonds: 8e. \$ _____
- (f) Lump sum payments and inheritances not included on any of lines 8a-8e: 8f. \$ _____
- (g) Other liquid assets not included in lines 8a-8f:..... 8g. \$ _____
- 9. Total assets. Enter the sum of lines 8a through 8g: 9. \$ _____

Applicant Signature

DECLARATION(S) UNDER THE PENALTIES OF PERJURY. I declare that I have examined this return/report/document and (if applicable) accompanying schedules and statements and to the best of my knowledge and belief they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Owner 1 signature: _____ Date: _____

Owner 2 signature: _____ Date: _____

If more than two owners are applying, attach a page with the dated signatures of all other owners.



FOR OFFICE USE ONLY DO NOT COMPLETE BELOW THIS LINE

Book: _____ Page: _____ Map: _____ Lot: _____ Acreage: _____ . _____

- This property receives a Homestead Property Tax Exemption: YES NO
- This property is in a multi-unit building: YES NO
- This property has an existing municipal tax lien against it: YES NO
- Taxpayer owes more than two years of delinquent property taxes: YES NO
- This property has an existing municipal lien against it NOT based on unpaid taxes: YES NO
- This property participates in a municipal property tax deferral program: YES NO
- All owners of the property are listed in the application: YES NO

Date application was received:

Name of the assessor/municipal official filling out this information: _____

INSTRUCTIONS

An owner or owners of a home that receives a Homestead Exemption may apply for deferral of taxes on that home if the owner(s) have a combined income of less than \$80,000 and own liquid assets of less than \$100,000 (less than \$150,000 if more than one owner), and if one of the owners is either 65 or older or is unable to be employed by reason of a disability.

Owner Information

Enter the name and social security number of every person included on the deed to your home. If there are more than two owners, attach a separate page with all owner names and social security numbers.

Physical address. Enter the physical address of your home. P.O. Box addresses are not acceptable.

Mailing address. If your mailing address is different than the physical address of your home, enter the mailing address here. If the physical and mailing addresses are the same, leave this line blank.

Phone. Enter the best number where you may be reached during the day.

Email. Enter your email address. If you don't have an email address, leave this line blank.

Property description. Check the box that most accurately describes your property and enter the number of acres of land you own as part of the property. If none of the boxes accurately describe your property, enter a short description of the type of property on the "Other" line. If you check the "Condo/townhouse" box and you own a portion of the land, enter the number of acres the building sits on. If you do not own the land your home is on, such as a mobile home on a rented lot, enter "0."

Other property. If any owner of this property owns more than one residential property in the State of Maine, check this box and enter the county where the residential property is located on the "County" line. If any owner owns more than two residential properties in the state, attach a separate page listing the counties where the properties are located. If an owner does not own more than one residential property, leave this line blank.

Check each box that applies:

1a. At least one owner will be at least 65 years old on April 1 of this year. If at least one owner of the property who is listed on the property deed and included in the Owner Information section is 65 years old or older, check this box. You must attach proof. Proof of age, if 65 or older, includes a copy of your driver's license, birth certificate, or other official document that shows your name and birth date.

1b. At least one owner has a documented disability that makes them unable to be employed. If at least one owner of the property who is listed on the property deed and included in the Owner Information section has a documented disability that makes them unable to be employed, check this box. You must attach proof of disability. "Disability," as defined in 36 M.R.S. § 6250(2-A), means a permanent and total impairment or condition that prevents an individual from being employed as determined by an agency of this State or of the Federal Government or pursuant to routine technical rules adopted by the State Tax Assessor. For more information, see MRS Rule 211.

2. The owner(s) own this property without limitations (fee simple) and this property receives a homestead exemption. If the owner(s), individually or together, own the homestead without limitations (such as needing permission from a third party to sell the home) and if the homestead receives a property tax Homestead Exemption, check this box. Your most recent property tax bill will show a deduction of value for this exemption if you receive it. You don't need to attach proof; your local assessor will know if you receive a homestead exemption. If there is a question about ownership of your home, the assessor may ask you to provide a copy of your deed.

3. This property is not currently in a municipal deferral program and there are no prohibitions against placing it in a deferral program. If your municipality has not deferred some or all of an owner's property taxes, and the deed or other instrument contains no restrictions on placing the property in a deferral program, check this box. You do not need to attach proof; if there is a question your property, you may be asked to provide a copy of your deed.

4. There is an existing municipal lien on the property. If There is a municipal lien against your property based on unpaid taxes, or a municipal lien against your property for any reason other than unpaid taxes, check this box. Municipal liens for reasons other than unpaid taxes may include but are not limited to municipal utility liens.

If you are unable to check either box 1(a) or 1(b), **AND** boxes 2 and 3, you do not qualify for deferral of taxes at this time.

Direct Heir(s)

This section is for information about who you, the owner or owners, have designated or will designate as the personal representative of your estate. If you don't know who will be personal representative, enter the information for your closest relative, such as your spouse or your child. If you have more than one heir, attach a separate page with all heir names, addresses, phone numbers, and emails.

Income

Line 5. If any owner of the property does not file a federal Form 1040 or Form 1040-SR, complete this section. Combine all owners' income on each given line. Note: If some owners file federal Form 1040 or Form 1040-SR, and other owners do not file federal income tax returns, you must complete both lines 5 and 6.

Line 5a. Social security and railroad retirement benefits. Enter all payments received under the federal Social Security Act, including regular social security benefits, social security disability benefits and supplemental security income. Include the gross amount before Medicare is subtracted. This amount can generally be found on federal Form SSA-1099. (See also federal Form 1040, line 6a or Form 1040-SR, line 6a). Also enter on this line the amount of railroad retirement benefits received. This amount can generally be found on federal Form RRB-1099 or RRB-1099-R.

Line 5b. Interest and dividends. Enter all interest and ordinary dividends you received. These amounts can generally be found on the federal Form 1099 issued by the payer.

Line 5c. Pensions, annuities and IRA distributions. Enter the amount of all pensions, annuities, and IRA distributions you received that would be included in federal total income if you filed a federal income tax return. These amounts can generally be found on the federal Form 1099 issued by the payer.

Line 5d. Wages, salaries, tips, etc. Enter the total amount of wages, salaries, and other compensation that would be included in federal total income if you filed a federal income tax return. This amount is generally reported in box 1 of the federal Form W-2 or on the federal Form 1099 issued by the payer.

Line 5e. Other income. Enter alimony received; business income (but do not enter business losses); capital gains; other gains; any income from rental real estate, royalties, partnerships, S corporations, trusts, etc.; farm income; unemployment compensation; and any other income that would be included in federal total income if you filed a federal income tax return. For more information on federal total income, see the federal income tax forms and instructions at www.irs.gov.

Line 6. If you and all other owners of the home file a federal Form 1040 or Form 1040-SR, complete this section. Combine all owners' income on each given line. Note: If some owners file federal Form 1040 or Form 1040-SR, and other owners do not file federal income tax returns, you must complete both lines 4 and 5.

Line 6a. Federal total income. Enter your federal total income from federal Form 1040, line 9 or Form 1040-SR, line 9. If filing Form 1040ME, Schedule NRH, enter the amount from Schedule NRH, line 1j, column B.

Line 6b. Social security and railroad retirement benefits not included on line 6a. To the extent not already included in federal total income on line 6a, enter all payments received under the federal Social Security Act and the amount of railroad retirement benefits received. See the instructions for line 5a above. If filing Form 1040ME, Schedule NRH, enter only those payments you received.

Line 6c. Interest not included on line 6a. Enter only amounts not already included in federal total income on line 6a. If filing Form 1040ME, Schedule NRH, enter your portion of the interest earned.

Line 6d. Loss add-backs. Enter on line 6d any negative amount (net loss) included on federal Form 1040 or Form 1040-SR, line 7 and federal Schedule 1, lines 3, 4, 5, 6, and 8a through 8z. Enter the total of the amounts as a positive number. If filing Form 1040ME, Schedule NRH, enter only those negative amounts shown on Schedule NRH, column A, lines 1f, 1g, 1h, and 1i.

Line 7. Total income. If you completed lines 5a-5e, enter the sum of those lines. If you completed lines 6a-6d, enter the sum of those lines. If you completed both lines 5a-5e and 6a-6d because some owners file federal Form 1040 or Form 1040-SR, and other owners do not file federal income tax returns, then enter the sum of lines 5a-e and 6a-6d.

Liquid Assets

Line 8a. Bank accounts. Enter the total amount of your deposits in bank accounts, including checking, savings, and any other accounts. Enter the balances from your most recent bank statement.

Line 8b. Certificates of deposit. Enter the current balance of any investments in certificates of deposit from your most recent account statement. Do not include any amounts previously entered on line 8a.

Line 8c. Money market funds and mutual funds. Enter the current balance of any investment in money market funds or mutual funds from the most recent statement. Do not include any amounts previously entered on lines 8a or 8b.

Line 8d. Life insurance policies. Enter the current cash value of any life insurance policy. Do not include any amounts previously entered on lines 8a-8c.

Line 8e. Stocks and bonds. Enter the current value of any investment in stocks and/or bonds. Do not include any amounts previously entered on lines 8a-8d.

Line 8f. Lump sum payments and inheritances not included in any of lines 8a-8e. Enter any amounts, including money not in a bank account or invested elsewhere, not already included in lines 8a-8e.

Line 8g. Other liquid assets not included in lines 8a-8f. Enter any cash or investment not included in lines 8a-8f.

Line 9. Total assets. Enter the sum of lines 8a-8g.

Instructions for Municipal Assessor

Verify that the name on the application matches the name on the tax account for the property on this application.

On page three of the application, enter the book and page, and the map and lot numbers for the property. Quantify the acreage of the property. Verify that the homeowner receives a Homestead Exemption for this property and check the appropriate box. Check the appropriate box if the taxpayer's property is a multiple family dwelling, such as a condominium or duplex. Confirm the lien status of the property. If the property has a municipal tax lien against it, then check the YES box and verify whether more than two years of property taxes are owed. Verify that the property does not have a municipal lien not based on unpaid taxes (such as a municipal utility lien). Confirm that the property is not participating in a municipal deferral program. Identify the day that the application was received and list your name.

Forward this application with the applicant's property record card, within 30 days, to Maine Revenue Services, Property Tax Division, P.O. Box 9106, Augusta, ME 04332-9106.