Michigan Department of Treasury
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Formerly T-1056

Issued under P.A. 237 of 1994.
Filing is required if you wish to receive an exemption.

HOMESTEAD EXEMPTION AFFIDAVIT

An affidavit filed by an owner for a Homestead Exemption rescinds all previous exemptions filed by that owner. This form must be filed with the assessor for the city or township where the property is located.

Property Information (*Always complete this section.*)

Type or print legibly. Use a separate form for each property number.

▶ 1. Property tax identification number		▶ 2. ZIP Code
▶ 3. Street address of property	4. Name of Township or City ☐ Township ☐ City	5. County

6. Enter the date the property in number 1 above became your homestead ..... ▶ 6. Month ____ Day ____ Year ____

The property in number 1 above is my: ▶6a. ☐ Principal residence ▶6b. ☐ Residential vacant contiguous or adjacent lot

▶ 7. Name of Owner (first, middle, last)	▶ 8. Owner's Social Security Number
▶ 9. Name of Co-Owner (first, middle, last)	▶ 10. Co-Owner's Social Security Number

11. Property owners daytime phone number ( ) _____

12. If this parcel has more than one home on it, or if you own and live in one unit of a multiple-unit dwelling (or a multi-purpose property) give the percentage of the entire property that your unit (your principal residence) occupies. Your exemption will be based on this percentage ..... ▶ 12. _____ %

13. Have you claimed a homestead exemption for another Michigan homestead? ..... ☐ Yes ☐ No

14. If yes, have you rescinded that homestead exemption? ..... ☐ Yes ☐ No

Certification - (Read Carefully)

I certify, under penalty of perjury, that I own (co-own) and occupy the property claimed on this affidavit as my principal residence, that I am filing an affidavit for only one dwelling, and that all information is true to the best of my knowledge.

15. Owner's Signature	Date	16. Co-Owner's Signature	Date
17. Mailing address if different than property address (street or RR#, city and ZIP)			
18. Closing Agent or Preparer's Name & Mailing Address			

Do not write below this line - Local Government Use Only

19. Was an exemption in place prior to this affidavit being filed? ..... ☐ Yes ☐ No

20. What is the first year you will post this exemption to the tax rolls? ..... ▶ 20. Year _____

21. Indicate property classification _____.

INSTRUCTIONS

If you own and occupy your homestead, it may be exempt from a portion of your local school operating taxes. To claim an exemption, complete this affidavit and file it with your township or city by May 1. Your local assessor will adjust your taxes on your next property tax bill. Note that this is an *exemption* from part of the taxes and does not affect your assessment.

Owning means you hold the legal title to the homestead or that you are currently buying it on a notarized or recorded land contract. **Renters should not file this form.**

Occupying means this is your principal residence or "homestead"; the place you intend to return to whenever you go away. It is the address that appears on your **Driver License or Voter Registration Card.** You may have only one homestead at a time. Vacation homes and income property which you do not occupy as your principal residence, may not be claimed.

Rescinding Your Exemption if you claim an exemption, then stop using it as a principal residence, you must notify your township or city assessor within 90 days of the change or you may be penalized. This can be done using the *Request to Rescind Homestead Exemption* (form 2602, formerly T-1067).

Property Information

Line 1: Property is identified with a **property tax identification number.** This number will be found on your tax bill and on your property tax assessment notice. Enter this number in the space indicated. **Submit a separate affidavit for each property being claimed.** If you cannot find this number, call your township or city assessor.

Your property number is vital!
Without it, your township or city cannot adjust your property taxes accurately.

Lines 2-5: Enter the complete address of the property you are claiming. Check the appropriate box for the city or township. If you live in a village, list the township in which the homestead is located.

Line 6: Your homestead is the dwelling that you occupy as your permanent home and any vacant adjacent or contiguous properties that are classed residential. Indicate the date this property became your homestead.

Lines 6a and 6b: Check the appropriate box which identifies the property being claimed.

Lines 7-11: Enter the name, social security number(s) and daytime phone number of the legal owner(s). Do not include information for a co-owner who does not occupy the homestead.

The request for the Social Security number is authorized under section 42 USC 405 (c) (2) (C) (i). It is used by the Department of Treasury to verify tax exemption claims and to deter fraudulent filings. Any use of the number by closing agents or local units of government is illegal and subject to penalty.

Line 12: Multiple-Unit or Multi-Purpose Property

If you own and live in a multiple-unit or multi-purpose property (e.g. a duplex or apartment building, or a storefront with an upstairs flat), you can claim an exemption only for the portion that you use as your principal residence. Calculate your portion by dividing the floor area of your principal residence by the floor area of the entire building.

If the parcel of property you are claiming has more than one home on it, you must determine the percentage that you own and occupy as your homestead. A second residence on the same property (e.g. a mobile home or second house), is not part of your homestead even if it is not rented to another person. Your local assessor can tell you the assessed value of each residence to help you determine the percentage that is your homestead.

If you rent part of your home to another person, you may have to prorate your exemption. If your home is a single-family dwelling and the renters enter through a common door or your living area to get to their rooms, you may claim a 100 percent exemption if less than 50 percent of your home is rented to others who use it as a residence. However, if part of the home was converted to an apartment with a separate entrance, you must calculate the percentage that is your homestead, by dividing the floor area of your principal residence by the floor area of the entire building.

Certification

Lines 15-17: Sign and date the form. Enter your mailing address if it is different from the address on line 3.

Mailing Your Form

Mail your completed form to the township or city assessor in which the property is located. This address may be on your most recent tax bill or assessment notice. **Do not send this form directly to the Department of Treasury.**

Interest and Penalty

If it is determined that you claimed property that is not your homestead, you may be subject to the additional tax plus penalty and interest as determined under the Property Tax Act.

Additional Forms or Questions?

If you need forms please call 800-FORM-2-ME (367-6263).

If you have questions call (517) 334-7076.