

SUBMIT ORIGINAL SIGNED DOCUMENTS
CHRISTIAN COUNTY SUPERVISOR OF ASSESSMENTS OFFICE

ANNUAL HOMESTEAD EXEMPTION APPLICATION FOR SINGLE FAMILY DWELLINGS SUBJECT TO A LEASE

Section 1: Instructions

- The property must be a single-family home occupied/leased as the primary residence by an eligible taxpayer as of January 1 of the tax year applied.
- This application, signed by both the owner and the lessee of the property, and **must be submitted each year by March 15th** of the tax year applied.
- The notary must be dated **no sooner than January 1st** of the tax year applied.
- Applications turned in after the deadline **will be denied**. The owner will have to file an appeal with the Board of Review to obtain late approval. Additional information may be required for this process.
- A separate lease is no longer required by Christian County unless requested under certain circumstances.

Section 2: Property Identification (please print)

Owner Names(s): _____ Parcel No.: _____

Mailing Address: _____ Lessee/Taxpayer Name(s): _____

Mailing City, State, ZIP: _____ Property Address: _____

Tax Year Applied: _____ Prop. City, State, ZIP: _____

Owner Email Address: _____

Section 3: Oath I attest that:

- The above address was **leased** and occupied by the lessee as a primary residence as of **January 1**, of the tax year applied.
- *"Lessee shall be liable for the payment of real estate taxes with respect to the residence in accordance with the terms and conditions of Section 15-175 of the Property Tax Code (35 ILCS 200/15-175). The permanent real estate index number for the premises is listed above, and, according to the most recent property tax bill, the current amount of real estate taxes associated with the premises is \$_____ per year. The parties agree that the monthly rent set forth above shall be increased or decreased pro rata (effective January 1 of each calendar year) to reflect any increase or decrease in real estate taxes. Lessee shall be deemed to be satisfying Lessee's liability for the above mentioned real estate taxes with the monthly rent payments as set forth above (or increased or decreased as set forth herein)."*

Date Lease Began: _____ 20____.

➡ Lessee Initial: _____

I hereby depose and say that I am the owner of record, that I have read this application, that I have personal knowledge of the contents thereof, that same is true in substance and in fact, and that I am subject to penalties for falsification herein.

Signature of Owner of Record _____ **Phone** _____ **Date** _____

(Owner signature does not need to be notarized)

I hereby depose and say that I am the taxpayer/lessee, that I have read this application, that I have personal knowledge of the contents thereof, that same is true in substance and in fact, and that I am subject to penalties for falsification herein.

Signature of Taxpayer/Lessee _____ **Phone** _____ **Date** _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Seal