

CITY OF ESSEXVILLE

POVERTY GUIDELINES FOR 2013 ASSESSMENTS

Persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges are eligible for exemption in whole or part from taxation under Public Act 390, 1944 (MCL 211.7u).

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested.
2. File a claim with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. (Attached)
3. Produce a valid driver's license or other evidence of ownership of the property for which an exemption is requested if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
5. Meet the federal poverty income standards as defined and determined annually by the United States office of management and budget. As follows:

Size of Family Unit	Poverty Guidelines
1	\$11,170
2	\$15,130
3	\$19,090
4	\$23,050
5	\$27,010
6	\$30,970
7	\$34,930
8	\$38,890
For each additional person, add	\$ 3,960

6. The application shall be filed after January 1, 2013 but before March 12, 2013.

INSTRUCTIONS FOR APPLICANT REQUESTING CONSIDERATION FOR A POVERTY EXEMPTION

1. Applicants must obtain the proper applications from the Assessor's Office. Handicapped or infirmed applicants may call the Assessor's Office to make necessary arrangements for assistance.
2. Applicants will not be eligible for consideration if they do not meet the Federal Poverty Guidelines.
3. Applicants must be owners of the property and reside therein.
 - A. Must produce a driver's license or other acceptable methods of identification.
 - B. Must produce a deed, land contract or other evidence of ownership if Assessor requests it.
4. Applicants must fill out application form in its entirety and return it, in person, to this office, except as noted in item 1 above.
 - A. Must not sign it until returned.
 - B. The Assessing Officer, Board of Review or Notary Public must witness the signature on the application.
5. All applicants must submit last year's copies of the following:
 - A. Federal Income Tax Return - 1040 or 1040A.
 - B. State Income Tax Return - MI-1040.
 - C. Homestead Property Tax Claim MI-1040CR.
6. Applications must be filed with the Assessor between January 1 and the second Monday in March.
7. The Board may review applications without the applicant being present. However, the Board may request that an applicant be physically present to respond to any questions the Board or Assessor may have. This means that you may be called to appear on short notice.
8. You may have to answer questions regarding your financial affairs, your health, and the status of people living in your home before the Board, at a meeting, which is open to and will be attended by the public at large.
9. Applicants appearing before the Board will be administered an oath, as follows:

"Do you _____ swear and affirm that evidence and testimony you will give in your own behalf before the Board of Review is the truth, the whole truth, and nothing but the truth, so help you.
"Applicant responds, "I do" or "I will."
10. The Assessor must agree to the Board's decision as regards the disposition of all individual poverty claims or the decision is null and void.
11. Applicants will be evaluated based on:
 - A. Data submitted to the Board by petitioner.
 - B. Testimony taken from petitioner and information gathered from any source the Board might wish to use.
12. The Board will also consider all revenue and non-revenue producing assets owned by petitioner in its deliberations as to whether relief should be granted.
13. The Board may grant property tax relief based on poverty annually.
14. A successful applicant may be subject to personal investigation by the City. This would be done to verify information submitted or statements made to the Assessor or Board of Review in regard to their poverty tax exemption claim.

Poverty Exemption Application

I _____, being the owner and resident of the property listed below, desire to apply for Tax Relief under Section 211.7u of the Michigan General Property Tax Act: (The real and personal property of persons who, in the judgment of the Assessor and Board of Review, by reason of poverty, are unable to contribute toward the public charges, exempt from taxation under this act).

PROPERTY DESCRIPTION:

Property Tax Code Number: _____

Address: _____ Telephone Number: _____

MARTIAL STATUS: Married___ Single___ Separated___ Divorced___ Widow___ Widower ___

AGE OF APPLICANT: _____

Did you apply for Homestead Property Tax Credit on your Michigan Tax Return? _____

How much was your Property Tax Credit? _____

REAL ESTATE: Is home paid in full? _____

If not, what is the unpaid balance \$ _____

Name of Mortgage Company: _____

Monthly Payments \$ _____

How long have you lived at this address?: _____

Do you own, or are you buying any other property?: _____

If so, list below:

PROPERTY ADDRESS	PROPERTY IN THE NAME OF WHOM	ASSESSED VALUE	AMOUNT AND DATE OF LAST TAXES PAID

Income from property: _____

MOTOR VEHICLES IN HOUSEHOLD:

1. Make _____ Year _____ Mo. Payment \$ _____ Balance \$ _____
2. Make _____ Year _____ Mo. Payment \$ _____ Balance \$ _____
3. Make _____ Year _____ Mo. Payment \$ _____ Balance \$ _____

List below all persons living with you:

LAST NAME, FIRST NAME	AGE	RELATIONSHIP	WORKING?	HOW MUCH CASH DO THEY CONTRIBUTE

PERSONAL DEBTS: What do you owe?

TO WHOM	FOR WHAT	DATE OF DEBT	ORIGINAL AMOUNT	MONTHLY PAYMENT	BALANCE

OTHER DEBTS: List all other monthly obligations:

TO WHOM	AMOUNT	TO WHOM	AMOUNT

ASSET LISTING: List all other assets owned or controlled by you and their value. For example: Boats, coin collection, art objects, antiques, silver, gold, etc.

TYPE OF ASSET	VALUE	OWNER

Is there any further information you desire to add?

NOTICE: Any willful misstatements of misrepresentations made on this form may constitute perjury which, under the law, is a felony punishable by fine or imprisonment.

NOTICE: A copy of your latest Federal Income Tax Return, State Income Tax Return (MI-1040) and your Homestead Property Tax Credit claim (MI-1040 CR-1,2,3 or 4) must be attached as proof of income.

NOTE: **DO NOT SIGN** this form until witnessed by the Assessor, Board of Review, or Notary Public.

STATE OF MICHIGAN
COUNTY OF BAY

The undersigned, being duly sworn, deposes and says that the statements made in the foregoing application are true and that he/she has no money, income or property other than that mentioned herein.

Petitioner's Signature

Subscribed and sworn to before me this _____ day of _____, 2009.

Assessor, Member of the Board of Review or a Notary Public

This application must be returned, No later than the second Monday in March to the Board of Review at:

City of Essexville
1107 Woodside Avenue
Essexville, MI 48732

FOR BOARD OF REVIEW USE ONLY

Disposition by Board of Review

Date: _____

() Denied

() Reduce to: \$ _____

Board of Review

Assessor

Daniel Harfst, Member

David Swinson, Assessor

Frank Lusher, Member

Charles McMartin, Member