

Instructions

Property Tax Relief

Application for Homestead & Farmstead Exclusions

BASIC INFORMATION

1. Fill in your name and the name of other owners such as your spouse or a co-owner of the property. The application must be signed by an owner for whom the property is his or her primary residence. If the property has more than one owner, signatures of additional owners are not required.
2. Fill in the address of the property for which you are seeking an exclusion.
3. Fill in your municipality. If you are not sure what your municipality is, contact the County Assessment Office **(717) 248-5783**.
4. Fill in your school district (Mifflin County School District). If you are not sure what your school district is, contact the County Assessment Office **(717) 248-5783**.
5. If your mailing address differs from the address of the property for which you are seeking a homestead exclusion, fill in your mailing address.
6. List phone numbers where you can be reached during the day, and the evening, if you are unavailable during the day.

HOMESTEAD INFORMATION

7. Only a primary residence of an owner of the property may receive the homestead exclusion. This is where you intend to reside permanently until you move to another home. You may be asked to provide proof that this property is your primary residence, such as your driver's license, your voter registration card, your personal income tax form or your local earned income tax form.
8. Do you have another residence which you claim as your primary residence? For instance, do you claim another state as your primary residence, or another county in Pennsylvania? The homestead exclusion can only be claimed once, for a place of primary residence. You may not claim this property as your primary residence if you claim another property as a primary residence or if you receive a homestead tax abatement or other homestead benefit from any other county or state.
9. If you live in a unit of a cooperative and you pay all or a portion of your real property taxes jointly through a management agent or association, rather than paying your taxes separately from other units, check yes.
10. If you answered yes to question 9, provide the percentage of overall tax you pay. You may be asked to provide a contact to confirm this information.
11. Check yes if the property for which you are seeking a homestead exclusion is used for other purposes, such as a business or rental property. For example, do you claim part of your home as a home office or deduct expenses for the business use of your home on your state or federal tax?
12. If you answered yes to question 11, indicate what percentage of the property is used solely as your primary residence.
13. If property number is not provided on the form, fill in the parcel number of the property for which you are seeking a homestead exclusion. You can find the parcel number on your real property tax bill. If you do not have a real property tax bill, call the County Assessment office **(717) 248-5783**.

FARMSTEAD INFORMATION

Only applicable to buildings and structures used for commercial agriculture production. Only complete this section (questions 14, 15 a, b, and c, and 16) if you are applying for a farmstead exclusion. If you answer yes to questions 15 a, b and c, you may be asked to provide proof that the buildings and structures are used for commercial agricultural activity, such as the net income or loss schedule from your state or federal income tax forms.

14. Only buildings and structures on farms which are at least ten contiguous acres in area and used as the primary residence of an owner are eligible for a farmstead exclusion. Land is not eligible for the farmstead exclusion. If your property includes at least ten contiguous acres of farm land, check yes.
15. Check yes if the buildings or structures are used primarily to:
 - a. Produce or store farm products on the farm for the purpose of commercial agricultural production.
 - b. House animals raised or maintained on the farm for the purpose of commercial agricultural production.
 - c. Store agricultural supplies or machinery and equipment used on the farm in commercial agricultural production.

FARMSTEAD INFORMATION (continued)

16. Check "yes" if any farm buildings or structures receive an abatement of property tax under any other law (excluding *Clean and Green*). *Clean and Green* assessments reduce land value only; therefore, you should check "no" if *Clean and Green* is your only abatement.

Change in Use

If your property is approved as homestead or farmstead property and the use changes so that the property no longer qualifies for the homestead or farmstead exclusion, you must notify the assessor within 45 days of the change in use. If the use of your property changes and you are not sure if it still qualifies for the homestead or farmstead exclusion, you should contact the county assessment office **(717) 248-5783**.

False or Fraudulent Applications

The assessor may select, randomly or otherwise, applications to review for false or fraudulent information. Any person who files an application which contains false information, or who does not notify the assessor of a change in use which no longer qualifies as homestead or farmstead property, will:

- Be required to pay the taxes which would have been due but for the false application, plus interest.
- Be required to pay a penalty equal to 10% of the unpaid taxes.
- If convicted of filing a false application, be guilty of a misdemeanor of the third degree and be sentenced to pay a fine not exceeding \$2,500.

This application must be signed by an owner for whom this property is his or her primary residence. If the property has more than one owner, signatures of additional owners are not required. By signing this application, the applicant is affirming or swearing that all information contained in the application is true and correct.

Applications must be filed before March 1st of each year unless an application is currently approved in the Assessment Office. Please return to:

MIFFLIN COUNTY ASSESSMENT OFFICE

HOMESTEAD/FARMSTEAD APPLICATION

20 NORTH WAYNE STREET

LEWISTOWN, PA 17044

For Questions on the Homestead or Farmstead Exclusion, please contact the Mifflin County Assessment Office at **(717) 248-5783**, office hours **8:00 A.M. to 4:00 P.M.**, Monday through Friday.

Mifflin County, Application for Homestead and Farmstead Exclusions

Parcel Number – _____

Property Address: _____

Municipality: _____

School District: _____

Please read the instructions before completing this application. This application must be filed with the Mifflin County Assessment Office by March 1st. The Assessment Office telephone number and mailing address is: Mifflin County Assessment Office, Homestead/Farmstead Application, 20 North Wayne Street, Lewistown, PA 17044; Telephone: 717.248.5783

BASIC INFORMATION – “If different from address information above.”

1. Property Owner(s): _____
2. Property Address: _____
3. Municipality: _____ 4. School District: _____
5. Mailing Address: Street _____ PO Box _____
City, State, ZIP _____
6. Phone Number of Property Owner: Daytime: () _____ ; Evening () _____

HOMESTEAD INFORMATION (Must complete.)

7. Do you use this property as your primary residence?..... () Yes () No
(If no, is this a rental property?..... () Yes () No
8. Do you claim anywhere else as your primary residence, or do you or your spouse receive a Homestead tax abatement or other Homestead benefit from any other county or state?..... () Yes () No
9. Is your residence part of a cooperative or a condominium where some or all of the property taxes are paid jointly?..... () Yes () No
10. If you answered “yes” to Question 9, provide the percentage of overall tax you pay. %
11. Do you use any portion of this property for something other than your primary residence, such as a business or rental property?..... () Yes () No
12. If you answered “yes” to Question 11, what percentage of the property is used solely as your residence?..... %
13. Parcel Number: FusionPro Text

FARMSTEAD INFORMATION (Complete only if you are also applying for a Farmstead Exclusion.)

14. Does this property include at least ten contiguous acres of farm land?..... () Yes () No
15. Are there buildings and structures on the property that are used primarily to:
 - a. Produce or store any farm product for purposes of commercial agricultural production?..... () Yes () No
 - b. House animals raised or maintained on the farm for the purpose of commercial-agricultural production? () Yes () No
 - c. Store machinery or equipment used on the farm for the purpose of commercial-agricultural production? () Yes () No
16. If you answered yes to questions 15 a, b, or c, do any farm buildings or structures receive an abatement of property tax under any other law?..... () Yes () No

I hereby certify that all the above information is true and correct.

Signature(s): _____ Date: _____

This application must be signed by an owner for whom this property is the primary residence. Any person who knowingly files an application which is false to any material matter shall be subject to payment of taxes due, plus interest, plus penalty and shall be subject to prosecution as a misdemeanor of the third degree and a fine of up to \$2,500.

OFFICIAL USE ONLY

Date Filed _____	Homestead Value _____
Reviewed by _____	Farmstead Value _____
Date Reviewed _____	Assessment Information: _____
Applicable Years _____	Land _____
Approved _____	Improvements _____
Denied _____	TOTAL _____

Voluntary Waiver

Non-Primary Residences

If you are the current owner of the aforementioned property and have answered "No" to the question, "Do you use this property as your primary residence?", and you do not wish to receive future Homestead/Farmstead notifications for the aforementioned property, please check the box below.

- I am the current owner of the aforementioned property and do not wish to receive future Homestead/Farmstead notifications. I understand that should I wish to participate in the future, I will need to contact the Assessment Office.

Signature

Date

PLEASE NOTE THAT IF YOU ELECT NOT TO RECEIVE FUTURE HOMESTEAD/FARMSTEAD NOTIFICATIONS FOR THE AFOREMENTIONED PROPERTY, YOU WILL BE RESPONSIBLE TO NOTIFY THE ASSESSMENT OFFICE SHOULD YOU WISH TO PARTICIPATE. If you sell the property, Homestead/Farmstead notifications will automatically be sent to the new property owner. The Homestead/Farmstead status does not transfer to new owners. This waiver will be kept on file in the Assessment Office, along with the completed application. **YOU MUST RETURN A COMPLETED APPLICATION WITH THIS WAIVER IN ORDER TO PREVENT FUTURE HOMESTEAD/FARMSTEAD NOTIFICATIONS.**