

ED SHOUSE KNOX COUNTY TRUSTEE

2016 SENIOR TAX FREEZE APPLICATION INSTRUCTIONS

1. **Please review the completed application to ensure all applicable spaces are filled in.**
2. New applicants must be 65 or older by December 31, 2016, provide proof of age and the home must be your permanent residence (Driver's License, Medicare card, Social Security card, Photo ID, Voters Registration, etc.)
3. New applicants must be living on the property at the time of application.
4. If you are re-qualifying and not currently living on the property, please provide your current address in the Notes section with an explanation.
5. Indicate whether your mailing address is permanent or temporary; if temporary, please explain the reason in the Notes section.
6. **All applicants must provide proof of 2015 (NOT 2016) ANNUAL (not monthly) income.** List all 2015 income sources including but not limited to Social Security (less Medicare premiums), SSI benefits, Veteran's benefits, wages, IRA distributions, interest, and retirement. If you were not required to file a Federal Income Tax Return in 2015, you must check the appropriate box, initial, and provide copies of income, such as a 2015 bank statement, 1099 forms, etc. (answer YES or NO and initial box in upper right corner of form).
7. The Tax Freeze Application **MUST** be signed and dated by the applicant and any co-owners, resident remainders and/or the applicant's spouse.
8. **YOU MUST REQUALIFY EVERY YEAR. DEADLINE: April 5, 2017.**

Applicant must own and reside on property through application April 5, 2017 deadline in order to qualify for Tax Freeze. If applicant is relocated but expects to return, then they may still be eligible. Other restrictions may still apply.

Still have questions? Please contact your
Knox County Trustee's office at 215-8554.