

# Madison County GENERAL HOMESTEAD APPLICATION

(Instructions on Back of Application)

<b>PARCEL #:</b>	<b>TAX YEAR:</b>		
<b>Property Address:</b>			
Street Address	City	State	ZIP Code
<b>Owner's Name:</b>		<b>Home Phone: (     )     -</b>	
First	Middle	Last	
<b>Date of Occupancy:</b>			
<b>Previous Address:</b>			
Street Address	City	State	ZIP Code
<b>Do you own and occupy the property identified above as your principal residence?</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Do you have a leasehold interest in this property? (If you answer YES to this question, STOP, Call your local Assessor or the County Office at 618-692-6270 for assistance)</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Are you responsible for the payment of real estate taxes on this property?</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Do you affirm that the structure in which you reside is NOT a mobile home on which you pay a mobile home tax?</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>Was this a newly constructed home upon occupancy (first owner)?</b>		Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>**If this property is subject to a Contract for Deed, or a Life Estate please contact your Township Assessor or the County Office for additional required documents.</b>			
<p><b>I hereby affirm</b> that I do not receive any owner occupied exemption on any other property in Illinois or any other state. If I do, the parcel number / address of the property is: _____</p> <p>_____ (State / County): _____</p>			
<p>Subject to applicable legal sanctions, including perjury, I state the information contained in this Affidavit is true, correct and complete.</p> <p style="color: red;">By checking this box and typing my name below, I am electronically signing this document.</p>			
<p>_____ Signature of Applicant</p>	<p style="text-align: right;">_____/_____/_____ Date (mm/dd/yyyy)</p>		
<p>_____ Printed Name of Applicant</p>			
<p>Subscribed and sworn to before me, a Notary Public, on this _____ day of _____ 20 _____</p>			
<p>_____ Notary Public Signature</p>		<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> <span>Notary Seal</span> </div>	

## INSTRUCTIONS FOR FILLING OUT THE GENERAL HOMESTEAD APPLICATION

<b>Tax Year</b>	The tax year for which the Owner of the property is applying for exemption.
<b>PARCEL #</b>	The PARCEL # of the property to which the exemption will be applied.
<b>Property Address</b>	Location of the property for exemption.
<b>Owner's Name / Home Phone</b>	Name of Homeowner and Current Number to contact for additional information/questions.
<b>Date of Occupancy</b>	Date that the Owner occupied the home.
<b>Previous Address</b>	Owner's prior address.
<b>Yes or No Questions</b>	Answer <b>ALL</b> questions about the use of the property. The property <b>must</b> be primary residence to qualify.
<b>New Construction</b>	Instant Assessment Law allows for home Owners of newly constructed homes to also receive a prorated exemption. New home owners of older homes will be qualified for exemption on the year when the Owner has resided in the home on January 1.
<b>Apartment Owners</b>	Apartment Owners may qualify provided they reside in the building.
<b>Commercial Property</b>	Commercial Property may qualify if used primarily for owner occupied residence.

\*\* Sign, date and have the Application **notarized**. Mail or bring the Application to the Madison County Assessor's Office, 157 N. Main St. Suite 229, Edwardsville, IL 62025. Any questions should be directed to (618) 692-6270.

**\*\* Failure to have the Application notarized will result in a denial of exemption.**

### For Official Use Only. Do Not Write in This Space.

<b>Date Received:</b>	<b>Initials:</b>
<b>Approved Full Year:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Approved Pro-Rata:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Pro-Rata Exemption Date:</b>
<b>Denied:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>If Denied, Reason for Denial:</b>	