

Local County Office

Date

(Owner)

(Mailing address)

Reference: (Account number)

Dear Property Owner:

This property may be eligible for the Homestead Tax Credit. Under the Maryland Tax-Property Article, Title 9-105 (a) (2), property which qualifies for this credit must be the principal residence of the owner. Our records indicate that the mailing address and the premise address on your account are different. In order to further process your record for a possible credit, the information listed below is required.

Current residence address: _____

Months residing at this address each year: _____

If less than 12 months, previous address: _____

Did you reside here July 1? Yes No

Street address as shown on driver's license: _____

Street address for voting (if registered): _____

Street address for income tax filing (if filed): _____

SIGNATURE OF OWNER (REQUIRED)

DATE

Please complete the above and return to our office within 10 business days. Failure to return will indicate that the above referenced property is not your principal residence and does not qualify for the credit.

If you have any further questions concerning this matter, please do not hesitate to call _____ at _____. Thank you.

This form seeks information for the purpose of a homestead credit on the indicated property. Failure to provide this information will result in denial of the credit. However, some of this information would be considered a "personal record" as defined in State Government Article, §10-624. Consequently, you have the statutory right to inspect your file and to file a written request to correct or amend any information you believe to be inaccurate or incomplete. Additionally, personal information provided to the State Department of Assessments and Taxation is not generally available for public review. However, this information is available to officers of the State, county or municipality in their official capacity and to taxing officials of any State or the federal government, as provided by statute. Additionally, if your property would be used by the State Department of Assessments and Taxation as a comparable for purposes of establishing the value of another property in a hearing before the Maryland Tax Court, the requested information, or a portion thereof, may have to be provided to the owner of the other property.