

**POLICY FOR GRANTING HARDSHIP EXEMPTIONS FROM
PROPERTY TAXES UNDER MC 211.70**

1. The applicant must own and occupy the property as their principal residence for which the exemption is being sought.
2. The applicant must file an application annually with the Supervisor or the Board of Review for Hardship Exemption, accompanied by Federal and State Income Tax returns or SSA-1099's for all persons residing in the residence, including any Property Tax Credit returns, filed in the immediately preceding or current year.
3. The applicant must produce a valid Driver's License or other form of identification if request by the Supervisor or the Board of Review.
4. The applicant must produce a Deed, Land Contract, or other evidence of ownership of the property for which the exemption is being sought if requested by the Supervisor or the Board of Review.
5. The application for exemption must be filed after January 1st, but before the last day of the Board of Review.
6. To be eligible for exemption the applicant must meet one of the following income and asset standards on the following page.

Revised 1/10/2008