

COUNTY OF GREENE, PENNSYLVANIA  
**APPLICATION FOR HOMESTEAD & FARMSTEAD EXCLUSIONS**

Please read the enclosed instructions before completing the application. Applications must be filed with the County Assessor's Office by March 1<sup>st</sup>. Mail application to: County of Greene, Board of Assessment Appeals, 93 E. High Street, Room 202, Waynesburg, PA 15370. For assistance or questions please call 724-852-5211.

1. Property Owner(s) \_\_\_\_\_
2. Property Address \_\_\_\_\_
3. Municipality \_\_\_\_\_
4. School District \_\_\_\_\_
5. Mailing Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_
6. Phone Number Primary \_\_\_\_\_ Secondary \_\_\_\_\_

**HOMESTEAD INFORMATION**

7. Do you use this property as your primary residence?  Yes  No
8. Do you claim anywhere else as your primary residence?  Yes  No
9. Is your residence part of a cooperative where some or all of the property taxes are paid jointly?  Yes  No  
 If you answered YES to question #9, what is your proportionate share of ownership? \_\_\_\_\_%
10. Is your property used for something other than your primary residence (i.e. rental or business)?  Yes  No  
 If so, what percentage of the property is used for rental or business? \_\_\_\_\_%
11. Please provide the tax parcel number for this property (located on your tax bill) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**FARMSTEAD INFORMATION**

\*Only applicable to buildings & structures used for **commercial agricultural production**. "Schedule F" from your most recent state tax return is required as proof of commercial production.

12. Does this property include at least ten contiguous acres of farm land?  Yes  No
13. Are there buildings & 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
14. If you answered YES to questions 13 a-b-c, do any farm buildings or structures already receive a tax abatement under any other law?  Yes  No

**This application must be signed by an owner for whom this property is their 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.**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

OFFICIAL USE ONLY

Date filed	____/____/____	Land Value	_____
Date reviewed	____/____/____	Imprv. Value	_____
Applicable Yrs.	____/____/____	Total Value	_____
Reviewed by	_____	Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
		Homestead Value	_____
		Farmstead Value	_____
		Land Use	_____

**You must file this form in order to receive PROPERTY TAX RELIEF under ACT 1 of 2006, the Pennsylvania Tax Payer Relief Act**

## INSTRUCTIONS FOR HOMESTEAD AND FARMSTEAD EXCLUSIONS

The Taxpayer Relief Act, Act 1 of Special Session 1 of 2006, was signed into Law by Governor Rendell on June 27, 2006. The Law provides for Property Tax Reduction allocations to be distributed by the Commonwealth to each school district, and the state funds must then be used to reduce local residential school property tax bills. Property tax reduction will be through a "homestead or farmstead exclusion". Under this tax exclusion, the assessed value of each homestead or farmstead is reduced by the amount of the exclusion before the property tax is computed.

To receive school property tax relief for the application year, this form must be filed by March 1<sup>st</sup> of the year in which you are applying. Your school district is required to notify you by December 31<sup>st</sup> of each year if your property is not approved, or if your approval is due to expire.

1. Provide your name and name of other owners of record, such as your spouse or 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. Provide the physical address of the property for which you are seeking a Homestead and/or Farmstead exclusion.
3. Provide your municipality. If you are not sure what your municipality is, contact your local tax collector or the County Assessment Office.
4. Provide your school district. If you are not sure what your school district is, contact your local tax collector or the County Assessment Office.
5. Provide your mailing address.
6. Provide current phone numbers where you can be reached during the day and evening.
7. Only the 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 drivers license, your voter registration, 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 another 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 you real property taxes jointly through a management agent or association, rather than paying your taxes separately from other units, check YES. If you answered YES, please indicate your proportionate share of ownership. You may be asked to provide a contact to confirm this information.
10. 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? If you answered YES, indicate what percentage of the property is used as your private residence.
11. Provide 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 are unsure of the correct parcel number, contact the Tax Assessment Office or local tax collector.
12. Only buildings and structures on farms which are **at least ten contiguous acres in area and used as the primary residence** of the owner are eligible for a Farmstead exclusion. Vacant land is not eligible for the Farmstead exclusion. If your property meets these criteria, check YES.
13. Check YES if the buildings or structures are used primarily to:
  - a. Store farm products produced 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.
14. Check YES if any farm buildings or structures receive an abatement of property tax under any other law.

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.

### 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, property owners must notify the Assessor within 45 days of the change in use. If the use of your property changes, and you are unsure if it still qualifies, you should contact the Assessor for clarification.

### 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 that 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.
- Pay a penalty equal to 10% of 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 \$2500.00.