



DALLAS CENTRAL APPRAISAL DISTRICT

P.O. Box 560328 Dallas, Texas 75356-0328
(214) 631-0910 or www.dallascad.org

RESIDENCE HOMESTEAD EXEMPTION APPLICATION FOR

No fee is charged to process this application.

General Instructions: This application is for use in claiming General Homestead exemptions pursuant to Tax Code §11.13. To qualify for a residence homestead exemption you must **own and occupy** as your principal residence on January 1 of the year application is made. You must **furnish all information and documentation** required by this application. The **property address** on the exemption application **must match** the address listed on the applicant's **TX driver's license/TX ID card AND vehicle registration receipt (copies required)**; otherwise the chief appraiser is **prohibited** from approving the exemption.

Step 1: Mailing Address

If the mailing address shown above is **incorrect** and you want the mailing address changed to match the property address, please check this box. If the mailing address is **correct**, but does **not** match the property address shown above, please explain why:

Step 2: Ownership Status

Does more than one person own this property? Yes No If yes, please indicate the ownership status:

Married **Please read Important Information below.** Married- living separately Separate individuals

Each individual owner, excluding married couples, residing on the property must complete a separate application to qualify for an exemption for his or her interest in the property. If separate individuals own this property, please list the percent of ownership for each and the name and mailing address of each owner who does **not** reside at this property(attach additional sheets if needed).

Step 3: Check Exemptions that apply to you. For more information, see the Explanation of Exemptions.

General Residence Homestead Exemption (Tax Code §11.13): You may qualify for this exemption if for the year you are seeking the exemption 1) you owned and occupied the property as your principal residence on January 1; and 2) you and your spouse have not claimed a residence homestead exemption on any other property in or outside of Texas.

Age 65 or Older Exemption (Tax Code §11.13(c), (d)): You may qualify for this exemption if you are 65 years of age or older. An applicant who is **not** specifically identified on a recorded instrument as an owner must provide compelling evidence establishing the applicant's ownership of an interest in the homestead (i.e. marriage license). You cannot claim a Disabled Person exemption if you claim this exemption. **Attach copy of the driver's license or ID card.**

Disabled Person Exemption (Tax Code §11.13(c), (d)): **You may qualify for this exemption if you are under a disability for purposes of payment of disability insurance benefits under Federal Old-Age, Survivors, and Disability Insurance.** You cannot claim an Age 65 or Older exemption if you claim this exemption. **Attach proof of disability** including the **date your disability began.** For more information, see the Explanation of Exemptions.

Disabled Veteran (Tax Code §11.22): **A separate application is required.** You may print the application form from the website at www.dallascad.org or call 214-631-0910 to request an application.

100% Disabled Veteran Exemption (Tax Code §11.131): **A separate application is required.** For more information, see the Explanation of Exemptions. Call 214-631-0910 to request an application.

Age 55 or Older Surviving Spouse of a person who received the Age 65 or Older Exemption: You may qualify for this exemption if you 1)were 55 years of age or older at the time of your spouse's death; 2)your deceased spouse died in the year qualified for the Age 65 or Older exemption; and 3)the property was your residence homestead at the time of your spouse's death and remains your residence homestead. **Attach copy of driver's license/ID card and spouse's death certificate.**

Name of Deceased Spouse: _____ Date of Death: _____

Late Filing of Homestead Exemption for prior year, _____. Application must be received **no later than 1 year** from the delinquency date for the taxes on your homestead. You must have met all qualifications to receive the prior year exemption.

Transfer Tax Ceiling for Age 65 or Older/Age 55 or Older Surviving Spouse or Disabled Person (Tax Code §11.26(h)): **A separate form is required.** You may print the form from the website at www.dallascad.org or call 214-631-0910.

Important Information

The Texas State Property Tax Code requires only one spouse to apply for a homestead exemption. However, if the applicant signing this application is married, it is to your benefit for your spouse to also provide his or her identification information (Driver's License/TX ID card and date of birth) in the space provided in Step 6. This information will allow the appraisal district to **automatically** grant an Age 65 or Older exemption to whichever spouse attains age 65 first, or upon the applicant's death, will allow the appraisal district to determine if the surviving spouse is qualified to continue the deceased spouse's Age 65 or Older exemption or Disabled Person's benefits. Does your spouse qualify for a Disabled Person exemption? Yes No If yes, please have your spouse provide proof of disability. For more information, see the Explanation of Exemptions.

Where to File: Please attach all requested documentation to your application and mail to the P.O. Box address noted on the top of this application.

(continued)

HSXA 09/11

Step 4: Questions

- a. On what date did you begin occupying this property as your principal residence?
b. How many acres (not to exceed 20) are used for residential occupancy (yard/garden etc.) of the structure?
c. Are you claiming an exemption on another property or on your previous residence?
d. On January 1, did you occupy and claim this property as your primary residence, but temporarily moved away?
e. Is the person applying for this exemption in a facility providing services related to health, infirmity or aging?
f. Was your residence less than 100% complete on January 1 of the year application is made?
g. Was any part of your property used for rental purposes such as a room over the garage, detached buildings, second dwelling, servants' quarters, etc.?
h. If this is Cooperative Housing, do you have an exclusive right to occupy this unit because you own stock in a cooperative housing corporation?

Step 5: Required Documents (include with ALL applications):

- 1) A copy of the applicant's TX driver's license or TX ID card; AND
2) A copy of the applicant's vehicle registration receipt; OR
a) If the applicant does NOT own a vehicle, an affidavit to that effect signed by the applicant; AND
b) A copy of a utility bill in the applicant's name for the property for which exemption is sought.

Note: The property address must match the address listed on the applicant's TX driver's license/TX ID card AND vehicle registration receipt.

For a Manufactured Home, applicants must ALSO include:

- 1) A copy of the statement of ownership and location for manufactured home issued by the Texas Department of Housing and Community Affairs (1-800-500-7074) showing that the applicant is the owner.
2) A copy of the purchase contract or payment receipt showing that the applicant is the purchaser; OR
a) A sworn affidavit by the applicant indicating that:
i) Applicant is the owner.
ii) Seller did not provide the applicant with a purchase contract; AND
iii) Applicant could not locate the seller after making a good faith effort.

Step 6: Read, Provide information, Sign and Date

Pursuant to Tax Code §11.43(f), you are required to furnish this information. The chief appraiser is required to keep a driver's license number, personal ID certificate number, or social security number confidential and not open to the public inspection except to appraisal office employees who appraise property and as authorized by §11.48(b).

Applicant's Information:

Spouse's Information (See Important Information on first page)

Social Security No. -

Social Security No. -

TX Driver's License/TX ID No. (Required)

TX Driver's License/TX ID No.

Date of Birth -

Date of Birth -

Daytime Phone No. ()

Daytime Phone No. ()

By signing this application, you state that you are qualified for the exemption(s) checked, the facts in this application are true and correct and that you do not claim a residence homestead exemption on another residence homestead in Texas or outside of Texas. You must notify the chief appraiser in writing if and when your entitlement to any exemption ends. Your signature on this application constitutes a sworn statement that you have read and understand the penalty for filing a false statement.

Applicant's Signature Date

Spouse's Signature Date

Applicant's Printed Name

Spouse's Printed Name

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code §37.10.

To prevent delays in processing your application, please answer all questions completely. Provide the required documents and your signature.

EXPLANATION OF EXEMPTIONS

Por favor volte para explicación en español o hable al 214-631-0910.

General Residence Homestead Exemption: To qualify for this exemption, you must own and reside in your home on January 1 of the tax year application is made. If you temporarily move away from your home, you still can qualify for this exemption, if you do not establish another principal residence and you intend to return in less than two years. You may exceed the two year limit if you are in military service serving outside of the United States or live in a facility providing services related to health, infirmity or aging. You may receive only one Homestead Exemption in a tax year. Applications cannot be filed before the date you qualify for the exemption.

Age 65 or Older: To qualify for an Age 65 or Older exemption, you must be at least age 65. This exemption includes a school tax limitation or ceiling. You may receive the Age 65 or Older exemption immediately upon qualification of the exemption.

Disabled Person Exemption: You may receive the Disabled Person exemption immediately upon qualification of the exemption. You are eligible for this exemption if you are unable to engage in gainful work because of a physical or mental impairment which can be expected to result in death, or which has lasted or can be expected to last for a continuous period of not less than 12 months; or you are 55 years old and blind and can't engage in your previous work because of the blindness. To qualify, you must meet the Social Security definition for disabled and receive disability benefits under the Federal Old Age, Survivors and Disability Insurance Program administered by the Social Security Administration. Disability benefits from any other program do not automatically qualify you. To verify your eligibility, you must provide a current dated statement from the Social Security Administration (1-800-772-1213) showing that you are disabled and the **date** your **disability began** or have your physician complete and mail the DCAD "Physician's Statement" form. (You may print the form from the website at www.dallascad.org or call 214-631-0910).

Tax Limitations: The Age 65 or Older or Disabled Person exemption for school taxes includes a school tax limitation or ceiling. Other types of taxing units (county, city, or special district) have the option to grant a tax limitation on homesteads of homeowners disabled or 65 years of age older. You may transfer the same percentage of school taxes paid to another qualified homestead in the state. If the county, city or special district grants the limitation, you may transfer the same percentage of taxes paid to another qualified homestead within that same taxing unit. You may not claim **both** the Age 65 or Older and Disabled Person exemption in the same tax year.

Age 55 or Older Surviving Spouse of a Person who received the Age 65 or Older Exemption: You qualify for an extension of the exemption if you were 55 years of age or older on the date your spouse died and your deceased spouse was receiving the Age 65 or Older exemption on this residence homestead or would have qualified for the exemption in the year of the spouse's death. You will not receive the school tax limitation for the Age 65 or Older exemption unless your spouse died on or after December 1, 1997. If your spouse was receiving the Disabled Person exemption, you will not qualify to continue the exemption or school tax limitation; however, if your spouse died on or after January 1, 2003, you are entitled to continue the county or city local option limitation (if offered).

100% Disabled Veterans: You may qualify for this exemption if you are a disabled veteran with a service-connected disability rating of 100 percent or of individual unemployability. If you qualify for a 100% disabled veteran's exemption on or after January 1, 2012, you may receive the exemption for the applicable portion of that tax year immediately on qualification for the exemption. A **separate application** is required. Call 214-631-0910 to request an application.

Required Documents: Attach a copy of your TX driver's license or TX ID card **AND** a copy of your Vehicle Registration Receipt; **OR** if you do **NOT** own a vehicle, you must complete

the sworn affidavit included with this application and provide a copy of a utility bill in your name for this property. For manufactured homes, you must also include a copy of the statement of ownership and location issued by the Texas Department of Housing and Community Affairs (1-800-500-7074) and a copy of the purchase contract or payment receipt showing you are the owner. If after making a good faith effort, you are unable to establish ownership as stated above, complete the sworn affidavit included with this application.

Mailing Address: You may choose a different mailing address from the property address; however, the address on your TX driver's license or TX ID card AND Vehicle Registration Receipt must **match** the property address; otherwise the chief appraiser is **prohibited** from approving the exemption.

Ownership Status: If the person who qualifies for an exemption is not the sole owner or married couple of the property to which the exemption applies, an application for residence homestead exemption must be completed by **each owner** of the residence and the ownership percent of interest for each owner must be indicated on the application. For property owned through a beneficial interest in a qualifying trust, **attach a copy of the agreement or will** creating the trust.

Signature Required: By signing this application, you state that you are qualified for the exemption(s) checked, the facts in this application are true and correct and that you do not claim a residence homestead exemption on another residence homestead in Texas or outside of Texas.

Penalties for False Statement: If you make a false statement on the application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code §37.10. Texas Property Tax Code imposes a penalty of 50 percent for delinquent taxes if a property received an erroneously granted homestead exemption. The penalty does not apply if, at any time before the date the tax becomes delinquent, the owner gives the Chief appraiser written notice of circumstances that would disqualify the owner for the exemption.

Application Deadlines/Late Files: For the homestead exemption, you must file the completed application with all required documentation between January 1 and April 30 of the tax year for which you are claiming the exemption. If you qualify for an Age 65 or Older/Disabled Person Exemption, you must file the completed application with all required documentation not later than the first anniversary of the day you qualify. You may file a late application for a residence homestead exemption no later than one year after the tax delinquency date (§11.431).

Additional Information Request: Pursuant to Tax Code §11.45, after considering this application and all relevant information, the chief appraiser may request additional information. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

When New Application Required: Pursuant to Tax Code §11.43(c), if the chief appraiser grants your general homestead exemption(s), you do not need to reapply annually. However, by written notice accompanied by the application, you may be required to reapply with a new application to confirm your current qualifications for the exemption(s). If you want the exemption(s) to apply to property not listed on this application, you must file a new application.

Duty to Notify: You have a duty to **notify** the chief appraiser in writing when your entitlement to any exemption **ends**. If this application is not approved, you will receive written notification explaining why it was not approved.

Answering all questions on the application and providing the requested documents will prevent delay in processing or possible denial of your application.

EXPLICACIÓN DE EXENCIONES

Residencia General de Exención Homestead: Para beneficiarse de esta exención, usted debe poseer y vivir en su casa el primero de Enero del año de su aplicación. Si usted se muda temporalmente de su hogar, usted todavía puede beneficiarse de esta exención, si usted no establece otra residencia principal y tiene intención de volver en menos de dos años. Usted puede superar el límite de dos años si se encuentra en el servicio militar en servicio fuera de los Estados Unidos o si viven en un centro de prestación de servicios relacionados con la salud, la enfermedad o el envejecimiento. Usted puede recibir una sola exención Homestead en un año fiscal. Las aplicaciones no pueden ser presentadas antes de la fecha en la que califican para la exención.

Exención para personas de edad de 65 años o más: Para calificar para la exención de edad de 65 años o más, usted tiene que tener al menos 65 años. Esta exención incluye impuestos escolares con un cielo máximo o tope. Tiene que someter un comprobante de su edad. Un comprobante aceptable incluye una copia de su licencia o una copia de su certificado de nacimiento o cualquier documento oficial que compruebe su fecha de nacimiento. Tiene que aplicar en el año que cumpla sus 65 años, para recibir la exención para ese año.

Exención para Personas Discapacitadas: Puede recibir la exención para personas discapacitadas de inmediato de la calificación de la exención. Usted es elegible para esta exención, si usted es incapaz de realizar un trabajo remunerado debido a un impedimento físico o mental que se puede esperar que resulte en muerte, o que ha durado o se espera que dure por un período continuo de no menos de 12 meses, o usted tiene 55 años de edad y ciego y no puede participar en su trabajo anterior a causa de la ceguera. Para calificar, usted debe cumplir con la definición del Seguro Social para personas con discapacidad y recibir beneficios por incapacidad de la Federal Old Age, los sobrevivientes y el Programa de Seguro de Incapacidad administrado por la Administración del Seguro Social. Beneficios por incapacidad de cualquier otro programa no reúne los requisitos de forma automática. Para verificar su elegibilidad, usted debe presentar una declaración con fecha actual de la Administración del Seguro Social (1-800-772-1213) que muestra que usted está incapacitado y la fecha en que comenzó su incapacidad o su médico puede llenar la "Declaración del médico" que es un formulario de DCAD. (Usted puede imprimir el formulario desde la página web o llame al 214-631-0910 www.dallascad.org).

Las limitaciones fiscales: Los individuos de 65 años o más o para personas discapacitadas para los impuestos escolares o un cielo máximo. Otros tipos de unidades impositivas (condado, ciudad o distrito especial) tienen la opción de conceder una limitación de impuestos en las haciendas de los propietarios de viviendas con discapacidad o de 65 años de edad o más. Usted puede transferir el mismo porcentaje de los impuestos escolares a otra exención de impuestos calificada en el estado. Si el condado, ciudad o distrito especiales aprueba la limitación, usted puede transferir el mismo porcentaje de impuestos pagados a otra exención de impuestos calificado dentro de esa misma unidad impositiva. No se puede tener la edad de 65 años o más y la exención para personas discapacitadas en el mismo año fiscal.

Exención para Esposo/Esposa sobreviviente de edad de 55 o más de una persona que recibió la Exención de edad 65 años: Usted califica para una extensión de la exención, si usted tenía 55 años de edad o más en la fecha que su cónyuge falleció y su cónyuge fallecido estaba recibiendo la exención 65 años a más en esta residencia familiar o que han calificado para la exención en el año de la muerte del cónyuge. Usted no recibirá la limitación de impuestos de la escuela para la edad de 65 años o más a menos que su cónyuge falleció en o después del primero de Diciembre 1997. Si su cónyuge estaba recibiendo la exención para personas discapacitadas, usted no califica para continuar con la exención o limitación de impuestos de la escuela, sin embargo, si su cónyuge falleció en o después del primero de enero de 2003, usted tiene derecho a continuar con la limitación del condado o la ciudad de opción local (si se ofrece).

100% Veteranos Discapacitados: Usted puede calificar para esta exención si usted es un veterano discapacitado con un

servicio de clasificación de discapacidad relacionada de 100 por ciento o de obtener empleo individual. Si usted califica para una exención de veterano de la discapacidad del 100% el primero de Enero del 2012, puede recibir la exención de la parte correspondiente de ese año fiscal inmediatamente después de la calificación de la exención. Una solicitud por separado es necesaria. Llame al 214-631-0910 para pedir una solicitud.

Documentos requeridos: Incluya una copia de su licencia de conducir de Texas o tarjeta de identificación de Texas y una copia de su recibo de registro de vehículo, si usted no posee un vehículo, usted debe completar la declaración jurada incluida en esta solicitud y entregar una copia de una factura de servicios públicos en su nombre de esta propiedad. Para casas prefabricadas, también debe incluir una copia de la declaración de la propiedad y la ubicación emitido por el Texas Department of Housing and Community Affairs (1-800-500-7074) y una copia del contrato de compra o recibo de pago que demuestre que usted es el propietario. Si después de hacer un esfuerzo de buena fe, no puede establecer la propiedad como se ha dicho, llene la declaración jurada incluida con esta aplicación.

Dirección Postal: Usted puede elegir una dirección diferente de la dirección de la propiedad, sin embargo, la dirección en su licencia de conducir o tarjeta de identificación de Texas y Recibo de Registro de Vehículos debe coincidir con la dirección de la propiedad, de lo contrario, el jefe de valoración se le prohíbe la aprobación de la exención.

Dueños de propiedad: Si la persona que califica para una exención no es el único propietario o una pareja casada de la propiedad a la que se aplica la exención, la solicitud de una exención de residencia debe ser llenada por cada propietario de la residencia y el porcentaje de propiedad de interés para cada propietario debe ser indicada en la solicitud. De bienes de propiedad a través de una participación en un fideicomiso de calificación, adjunte una copia del acuerdo o se crea el fideicomiso.

Firma requerida: Al firmar esta solicitud, usted afirma que usted está calificado para la exención marcada, los hechos en esta solicitud son verdaderos y correctos y que no reclama una exención de residencia en otra residencia familiar en Texas o en el exterior de Texas.

Penalizaciones por declaraciones falsas: Si usted hace una declaración falsa en la solicitud, puede ser declarado culpable de un delito menor Clase A o un delito grave que puede resultar en cárcel por el Código Penal de Texas §37.10. Propiedad de Texas Código Fiscal impone una penalidad de 50 por ciento de los impuestos retrasados de la propiedad que recibió una exención de residencia otorgada erróneamente. La penalidad no se aplicarla si, en cualquier momento antes de la fecha en que el impuesto atrasado, el propietario le entrega al jefe de valoración notificación por escrito de las circunstancias que lo descalifican al propietario de la exención.

Información Adicional: De conformidad con el Código Fiscal de la §11.45, después de considerar esta solicitud y toda la información pertinente, el jefe de valoración podrá solicitar información adicional. Usted debe proporcionar la información adicional dentro de los 30 días de la solicitud o la solicitud será negada. Por razones justificadas, el jefe de valoración podrá extender el plazo para el suministro de la información adicional, por orden escrita por un solo periodo que no exceda los 15 días.

Cuando nueva aplicación es requerida: De conformidad con el Código Fiscal §11.43(c), si el jefe de valoración le otorga la exención general, no es necesario volver a aplicar cada año. Sin embargo mediante notificación por escrito acompañada de la aplicación, es posible que tenga que volver a solicitar una nueva aplicación para confirmar sus calificaciones actuales de la exención. Si desea aplicar por exenciones en una propiedad diferente a la de su aplicación debe completar una nueva aplicación.

Deber de notificar: Usted tiene el deber de notificar al jefe de valoración por escrito cuando su derecho a una exención termina. Si esta solicitud no es aprobada, usted recibirá una notificación escrita explicando por que no fue aprobada. Conteste todas las preguntas en la solicitud y entregue los documentos necesarios para prevenir el retraso en el procesamiento o la negación de su aplicación.

AFFIDAVITS
RESIDENCE HOMESTEAD EXEMPTION APPLICATION
If applicable, complete and have notarized.

NON-OWNERSHIP OF MOTOR VEHICLE AFFIDAVIT

DCAD Account Number: _____ Property Address: _____

STATE OF TEXAS
COUNTY OF _____

Before me, the undersigned authority, personally appeared _____,
who, being by me duly sworn, deposed as follows:

"My name is _____, I am over 18 years of age and I am otherwise fully competent
to make this affidavit, I have personal knowledge of the facts contained herein and all of same are true and correct.

I do not own a vehicle.
Further, Affiant sayeth not."

Affiant's Signature

Affiant's Printed Name

SUBSCRIBED AND SWORN TO before me this, the
_____ day of _____

Notary Public in and for the State Of Texas

My Commission expires: _____

AGE 65 OR OLDER/DISABLED EXEMPTION AFFIDAVIT

DCAD Account Number: _____ Property Address: _____

STATE OF TEXAS
COUNTY OF _____

Before me, the undersigned authority, personally appeared _____,
who, being by me duly sworn, deposed as follows:

"My name is _____, I am over 18 years of age and I am otherwise fully competent
to make this affidavit, I have personal knowledge of the facts contained herein and all of same are true and correct.

I have a _____% ownership in the residence homestead identified in the foregoing exemption application.
Further, Affiant sayeth not."

Affiant's Signature

Affiant's Printed Name

SUBSCRIBED AND SWORN TO before me this, the
_____ day of _____

Notary Public in and for the State Of Texas

My Commission expires: _____

MANUFACTURED HOME AFFIDAVIT

DCAD Account Number: _____ Property Address: _____

Make, Model and Identification Number: _____

STATE OF TEXAS
COUNTY OF _____

Before me, the undersigned authority, personally appeared _____,
who, being by me duly sworn, deposed as follows:

"My name is _____, I am over 18 years of age and I am otherwise fully competent
to make this affidavit, I have personal knowledge of the facts contained herein and all of same are true and correct.

**I am the owner of the manufactured home identified in the foregoing exemption application. The seller of the
manufactured home did not provide me with a purchase contract and I could not locate the seller after making a good
faith effort.**

Further, Affiant sayeth not."

Affiant's Signature

Affiant's Printed Name

SUBSCRIBED AND SWORN TO before me this, the
_____ day of _____

Notary Public in and for the State Of Texas

My Commission expires: _____