



Provincetown Residential Exemption – Application and Requirements

As part of the Fiscal Year 2017 Tax Rate setting process, the Provincetown Board of Selectmen voted to adopt a Residential Exemption. This exemption will adjust the taxes of qualified, domiciled residents of Provincetown. The exemption is revenue neutral; no additional revenue is raised by this action.

To receive this exemption for FY 2017, your domicile must be Provincetown as of **January 1, 2016**. Domicile is a legally defined term, while you can have multiple residences, you can only have one domicile. Your domicile is normally your principal residence, the residence in which the taxpayer lives; that is, the owner's fixed place of habitation, permanent home or legal residence. If the property is owned jointly, both owners must qualify for the exemption, meaning both must claim Provincetown as their domicile.

This exemption is not automatic and you must complete the application and be approved in order to receive the Residential Exemption. Please complete the attached application and supply the required verification, so that you can receive the exemption.

If qualified under the exemption, a property's taxable value, **before** the tax rate is applied, will be lowered by the fixed amount of \$110,802. Here is an example of how the exemption works:

Property A with residential exemption		Property A no residential exemption	
Assessed value of	\$500,000	Assessed value of	\$500,000
Residential exemption of	(<u>\$110,802</u>)	Residential exemption of	(<u>\$0</u>)
Taxable Valuation of	\$389,198	Taxable Valuation of	\$500,000
Tax rate per thousand of	<u>\$7.71</u>	Tax rate per thousand of	<u>\$7.71</u>
Property Tax =	\$3,000.72	Property Tax =	\$3,855.00

In addition to a completed, signed application form you must include a copy of the first page of your **2015 Federal and State income tax filings**. **Please understand there can be no exceptions, except as otherwise provided below to ensure everyone is treated fairly and equally.** Any financial information included can and should be blacked out. All that is required is that the tax form shows the real estate address from which the tax returns were mailed. If you use a post office box as your primary mailing address, you must submit the tax return page showing the PO Box, along with two additional pieces of supporting documentation – a copy of both sides of your driver's license and a December 2015 utility bill showing Provincetown as the mailing address. If no tax return was required to be filed for 2015, the Board of Assessors will need a written explanation as to why and will require three additional pieces of supporting documentation as determined by the Board of Assessors. Properties in a Trust must provide a copy of recorded Trust or Trustee's certificate and Schedule of Beneficiaries.

Qualifying applications will be handled as a standard exemption. Please pay your tax bill as assessed, if you are granted a Residential Exemption, you will receive a refund. **APPLICATIONS ARE DUE TO THE ASSESSOR'S OFFICE BY JULY 1, 2017.**

If you have any questions, please call the Assessors' office at 508-487-7017 or email sfahle@provincetown-ma.gov.

FISCAL YEAR 2017
RESIDENTIAL EXEMPTION

THE COMMONWEALTH OF MASSACHUSETTS

PROVINCETOWN

Mail to: ASSESSORS OFFICE- 260 Commercial St.
Provincetown, MA 02657

All information on this form must be completed in full and required documentation must be attached in order the application to be considered complete. Under statute, the application for residential exemption must be filed no later than 3 months after the date the actual tax bill is issued.

The undersigned being aggrieved by the failure to receive a residential exemption on real estate situated at
_____ for fiscal year 2017 hereby applies for such an exemption.

Number Street

STATEMENT OF FACTS

- 1) Name(s) of record owner(s)
2) Name of Applicant(s)
3) Date Property Acquired
4) Was parcel owned and occupied by you as your principal residence as of January 1, 2016? YES NO

NOTE: If no, then you do not qualify for the exemption.

- 5) Attach a copy of the front page of your 2015 Federal and State Income Tax Return showing the above parcel address.
- If return shows a PO Box, attach a copy of tax returns & a copy of both sides of current driver's license and a copy of either a December 2015 utility bill or 2015 water bill showing owner's name with Provincetown address.
- If you weren't required to file a tax return in 2015, submit a short written explanation why and include any pertinent documentation such a SSI return, a copy of both sides of a current driver's license, a copy of a December 2015 utility bill and a 2015 water bill showing owner's name with Provincetown address.
- Properties in a Trust must provide a copy of recorded Trust or Trustee's certificate stating you are a Trustee and have a beneficial interest in the Trust and / or include a Schedule of Beneficiaries.
6) List the location and type of any other residential real estate owned by you:

7) Have you received or applied for any other residential exemption and/or homestead exemption in any other state, city or town in this fiscal year (7/1/16 to 6/30/17)? NO YES If yes, what city/state?

Signing this form under the penalties of perjury has the legal effect of swearing under oath to the truthfulness of the information contained herein. All items on this form must be completed as indicated. In addition to other sanctions provided by law, intentional misrepresentation of facts in this application may result in cancellation of this exemption and the subsequent issuance of an omitted bill for the exempted value involved for the current fiscal year.

9) Signature of Applicant:

10) Mailing Address (if different than property location):

Email Address: Phone Number:

KEY# (Assessor's Use)

ASSESSOR'S USE ONLY

GRANTED: _____

DENIED: _____

NO ACTION: _____

DATE: _____

CERTIFICATE #: _____

AMOUNT ABATED: _____