

## WHAT YOU WILL NEED TO APPLY FOR A HOMESTEAD EXEMPTION

Office procedures for Homestead, Over 65, Disabled Person, Disabled Veterans and First Responder Exemptions.

Our office requires the following information:

- ❖ Exemption form completely filled out
- ❖ Copy of **all** owners Texas Driver's License or Texas Identification Card reflecting the physical address
- ❖ Copy of Mobile Home Title or Statement of Location (SOL) (if applying on a manufactured home)
- ❖ Copy of Social Security Award Letter stating receiving due to being disabled (if applying for disability homestead)
- ❖ Copy of Disabled Veterans Letter showing the percent of disability and/or unemployability (if applying for disabled veteran's homestead exemption or general disabled veterans' exemption)
- ❖ Trust Paperwork (if home is owned in trust)
- ❖ Copy of Power of Attorney (POA) (if someone other than the owner is applying)
- ❖ If in a nursing home copy of Social Security Card and statement that the owner has not established another homestead and intends to return to the subject property as home
- ❖ Tax Ceiling Certificate if Disabled or Over 65 from prior county in Texas (if transferring tax ceiling from another county)
- ❖ Letter from prior County and/or State, stating exemption has been removed (if establishing a new homestead in the same year that the applicant has a homestead in another county)
- ❖ Reason for out of county mailing address
- ❖ Employees Retirement System of Texas (ERS) Surviving Spouse letter (First Responders Surviving Spouse)
- ❖ Owning and occupying on January 1 of the year applying
- ❖ Applying Homestead Exemption to prorate on properties with no Homestead Exemption will be applied on the date we receive the **completed** Homestead Application
- ❖ Must be the primary residence
- ❖ Proof of legal reason home address should not be listed on the District's public records