

PROPERTY TAX BENEFIT Submission Checklist

Forms Automatically Printed from Online Application
☐ Intake Form (Please verify that your information is accurate)
☐ Third-Party Authorization Form (All applicants must sign and date)
☐ Hardship Affidavit (All applicants must sign and date)
Supporting Documentation You Need to Provide
☐ Copy of photo identification (Text and photo must be clear and legible)
☐ Copy of most recent property tax assessment (Can be obtained from your county assessor's office)
☐ Copy of 2015 individual <u>and</u> business federal tax returns with all Schedules, W-2s and 1098/1099s (Must include signature and date)
Current Income Documents:
Current Income Documents: Provide the TWO (2) MOST RECENT that apply:

Please return all items on this checklist to your Intake Agency before the deadline. Your completed application can be submitted via fax, mail, or a drop-box.

MAIL / DROP BOX

FAX

Intake Agency Name, Attn: LPA Intake Agency Address Line 1 Intake Agency Address Line 2 Intake Agency Address Line 3 Intake Agency Name Attn: LPA Application

(xxx) xxx-xxxx