

CHAMPAIGN COUNTY ASSESSMENT OFFICE
 1776 East Washington Street
 Urbana, Illinois 61802-4581

**LEASEHOLD HOMESTEAD LIMITED EXEMPTION APPLICATION for 2011
 Single Family Rental Property**

Property Location: _____ **City/Village:** _____
(STREET ADDRESS)

Parcel Index Number (PIN): _____ - _____ - _____ - _____

Owner(s): _____ **Lessee(s):** _____
(PRINT) (PRINT)

Owner(s): _____ **Lessee(s):** _____
(PRINT) (PRINT)

Lessee(s): _____
(PRINT)

Lessee(s): _____
(PRINT)

Contact Person: _____ **Telephone Number(s):** _____
 : _____

This form does NOT apply to multi-family dwellings, senior life care facilities, or to an apartment building operated as a cooperative.

The administrative deadline for filing an application for a single family rental property exemption for the 2011 assessment year is March 1, 2011. Contact the office after that date.

The lessee must assume responsibility for the payment of real estate taxes for the above property. A copy of any lease and any addendum relating to property tax responsibility must meet the criteria stated on the back of this form. In addition, the following questions must be answered: (CIRCLE)

1. Will you be leasing this single family property on January 1, 2011?	YES	NO
2. Will this single family property be your principle dwelling place on January 1, 2011?	YES	NO
3. Have you applied for a Leasehold Homestead Limited Exemption on any other property for the year beginning January 1, 2011, in this or any other county in any state? If "YES", state the address of the other property: _____	YES	NO
4. Will your spouse be maintaining and residing in a separate residence as his or her principle dwelling place on January 1, 2011? If "YES", state: a. Spouses name: _____ b. Address of the other property: _____	YES	NO
5. Will you be liable for the payment of real estate taxes for this property on January 1, 2011?	YES	NO

(More questions on the back of this application)

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(Continued)

In order to qualify for this exemption, the owner must also sign this application, and the parties must submit a true and accurate copy of the lease documents (the lease, any addenda, or an affidavit relating to responsibility for property taxes). The lease documents must meet the following criteria:

- A. The lease documents must require the tenant to be liable for the payment of 100% of the property taxes on the single family dwelling.
- B. The lease documents must have an effective date prior to January 1, 2011.
- C. The lease documents must be dated and signed by the tenant and the owner prior to January 1, 2011.

The Chief County Assessment Officer reserves the right to request additional information of the owner or occupant to confirm eligibility for this exemption.

Any information submitted to the Chief County Assessment Officer to obtain this exemption may be shared with other governmental agencies.

I certify this to be a true and correct reporting of the facts concerning this property, and that the materials submitted with this form are true and correct.

ALL SIGNATURES SHOULD BE LEGIBLE

Owner(s) Signature: _____

Date: _____

Owner(s) Signature: _____

Date: _____

Lessee(s) Signature: _____

Date: _____

Lessee(s) Signature: _____

Date: _____

Lessee(s) Signature: _____

Date: _____

Lessee(s) Signature: _____

Date: _____

The completed application and documentation must be filed with the County Assessment Office at the address listed on the front of this form. If you have questions please contact Chief County Assessment Office. M-F 8:00-4:30 (217) 384-3760

For office use only:

_____ AV: _____

BY: _____

15-June-10