
Principal Residence Exemption Request for Prior Year(s)

**** SEE DOCUMENTATION SHEET FOR EXAMPLES OF ACCEPTABLE DOCUMENTS TO PROVIDE ***

Complete by Person Requesting Exemption

PARCEL NUMBER: _____

PROPERTY ADDRESS: _____

OWNER NAME: _____

OWNER PHONE #: _____

DATE OWNED & OCCUPIED: _____

YEAR(S) REQUESTED: _____

NAME (PRINTED): _____

SIGNATURE: _____

DATE: _____

TOWNSHIP/CITY USE (do not write below this line)

PRE-AFFIDAVIT INCLUDED OR ON
FILE: _____ YES _____ NO

SUPPORTING DOCS PROVIDED: _____ YES _____ NO

DOCUMENTS PROVIDED:
(Income Taxes, Utility bills etc)

REVIEWED BY: _____

DATE REVIEWED: _____

COUNTY TREAS: _____

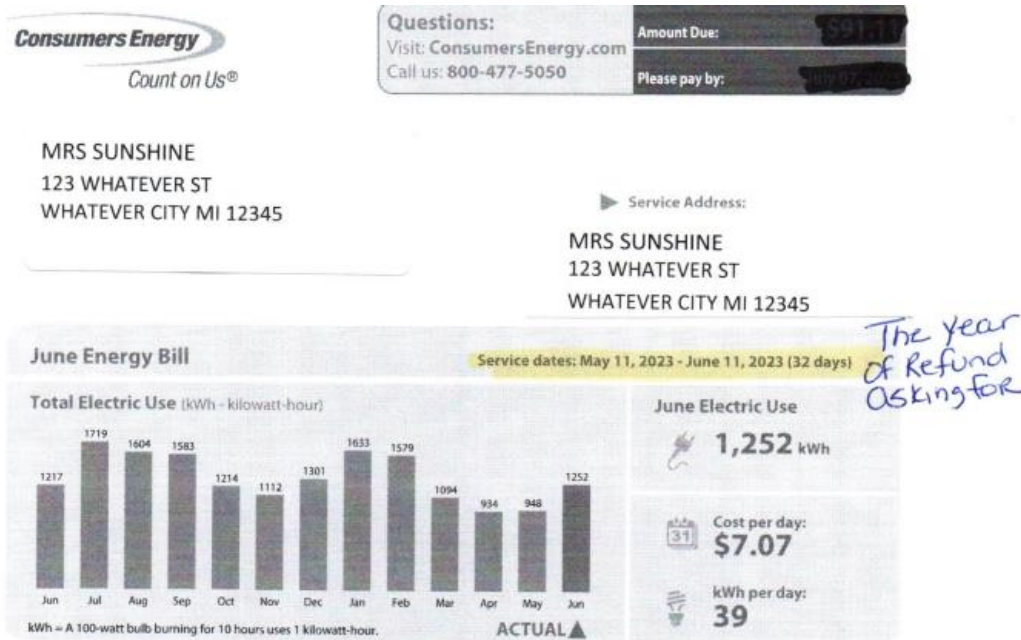
EQUALIZATION DEPT: _____

LOCAL TREAS (IF APPLICABLE): _____

What documentation is acceptable to verify OCCUPANCY?

Proof of occupancy as a principal residence does not depend on any particular fact, but on whether all the facts and circumstances taken together tend to establish that the property was occupied by the person asserting eligibility for the PRE. **Documentation should be for the years of the audit that you owned the property.** Generally, documentation demonstrating occupancy may include:

(Example: If you would like a refund for 2021, the documentation needs to show the year of refund – see below the service date needs to be the in the year of refund, along with showing the service address the same as the property address)



Federal and/or State Income Tax returns with the property address

Motor vehicle Insurance with name & property address

Utility bills (internet, phone, electric) with the mailing address of the property

Payroll Stubs showing your name & mailing address of the property

Medical bills with the mailing address of the property

Medical Insurance Invoices (premiums)

Income Statements (Social Security, Disability etc)