



ASSESSMENT CODE:

Grid for assessment code

Property Tax Assistance Application (PTAP)
15-6-305, MCA

Part I. General Information

Program Changes:

- Property owners who were in the program as of December 31, 2014, do not have to reapply.
New applicants are required to apply the first year only. Apply by April 15.
Everyone has to meet income and property ownership/occupancy requirements every year.
Once you have applied for the program, we will notify you each year whether you qualify.
If you are eligible, the PTAP benefit is applied to the first \$200,000 of the market value of your primary residential property.

Part II. Required Information

Property Owner Name

Spouse's Name

Birth Date Male Female

Birth Date Male Female

Social Security Number

Social Security Number

Contact Phone Number

Contact Phone Number

County

Applicant's Mailing Address

Applicant's Primary Residence Physical Address

Provide your 2014 Federal Adjusted Gross Income (FAGI), excluding capital and income losses. Include your spouse's income if you are married. (Spouses' incomes are included regardless of whether they are owners of the property.) \$

Is your only income from social security, veterans' benefits or other non-taxable sources? Yes No
If yes, include a copy of your social security statement and/or other income documentation with this completed application form.

If this application is for a mobile or manufactured home, do you own the land upon which your home is located? Yes No

Return your completed and signed application to your local Department of Revenue office. Your application must be postmarked or hand-delivered by April 15. Go to revenue.mt.gov and click on Property Assessment, then Contact Us for the mailing addresses of our 56 local county Department of Revenue offices or call us toll free (866) 859-2254 (in Helena 444-6900). (If you miss the deadline, apply as soon as possible to ensure you are included in the program's verification process for the following tax year.)

Important! Your signature is required in Part IV.

Part III. Qualifying Criteria

You must own or currently be under contract to purchase your home or mobile/manufactured home and occupy the home as your primary residence for at least seven months of the year.

The income guidelines are: A single applicant's Federal Adjusted Gross Income (FAGI), excluding capital and income losses, must be less than \$21,032 and heads of household and married applicants' FAGI must be less than \$28,043. Spouses' incomes are included regardless of whether they are owners of the property.

You only need to report your income one time. In future years, the department will determine your eligibility through our annual verification process.

Part IV. Affirmation and Signature(s)

Under penalty of law, I/we affirm that I/we are owners of the property on which we are applying for the property tax benefit, that I/we occupied the property as my/our primary residence for at least seven months of a calendar year and that the information provided in this application form is true and correct.

X Property Owner Signature _____ Date _____

X Property Owner's Spouse Signature _____ Date _____

X Signature of Person Completing this Form
(if other than applicant) _____ Date _____

Printed Name _____ Phone _____

Relationship to Applicant _____ Email or Other Contact Information _____

Please let us know how you heard about the Property Tax Assistance Program (PTAP).

Questions or Need Help? Please call us toll free at (866) 859-2254 (in Helena, 444-6900) or visit our website at revenue.mt.gov.