



Dear New Homeowner:

Now is the time to apply for **2012 Homestead Exemption!** You must apply between January 1st and March 1st. This will mean substantial savings on your real estate taxes. If you do not apply by March 1st, you will lose your eligibility for this year.

GENERAL QUALIFICATIONS AND INFORMATION

To qualify for the Homestead Exemption, the applicant must at minimum meet the following criteria as of January 1st: * Be a U.S. citizen or legal resident, * Own the property (i.e., have legal or equitable title). * Occupy the property as his/her permanent residence (to the exclusion of all others), * Only those qualified persons listed on the exemption application will receive the exemption benefits. If the property is held jointly by husband and wife, either party may apply in person for the homestead exemption.

For more information go to: http://www.miamidade.gov/pa/exemptions_homestead_filing.asp

YOU WILL NEED (ALL DOCUMENTS MUST BE IN YOUR NAME)

Proof of Ownership: any **one** of the following

- A pre-printed application mailed to you by the property appraiser
- A recorded warranty deed

Proof of Florida Residence: any **one** of the following

- Florida vehicle registration,
- Florida voter's registration,
- Prior year's irs return or current w-2 form,
- Bank statements and checking account registered at the property
- Proof of payments for utilities at the property

1) YOU MAY RENEW/FILE BY MAIL

- a) download the application form
- b) Complete the form
- c) Attach documents indicated on the form.

Mail to: **Property Appraiser**, PO BOX 013140, Miami FL 33101-3140

2) YOU MAY FILE IN PERSON at one of the following locations, Monday-Friday 9 AM-4 PM, (Except legal holidays. Monday January 16th, 2012 and February 20th, 2012)

Stephen P. Clark Center
111 NW 1st Street, Suite 710
Miami, FL 33128

South Dade Government Center
10710 SW 211th Street, Room 207
Cutler Bay, FL 33189

3) YOU MAY FILE ONLINE @ <http://www.miamidade.gov/pa/email/form.asp>

If I may be of further assistance, please call me. It's always a pleasure to hear from you.

Sincerely,