

EXEMPTIONS ELIGIBILITY CHECKLIST

Instructions

1. Please complete the checklist below to see if you qualify for a property tax exemption that could keep your property out of the lien sale.
2. If we think you may be eligible for a senior, disabled homeowner or veteran exemption or meet the "Circuit Breaker" credit or active duty military requirements, we will send you an application upon receipt of this checklist.
3. You must complete the exemption application in order to be considered for removal from the lien sale. **This checklist is not an exemption application.**

Section A

By checking these boxes, I certify that:

- My property is a 1- to 3-family house or residential condominium.
- I own my property and use it as my primary residence.

Section B

I also certify that (check all that apply):

- One of the owners will be 65 or older by December 31, 2018, and the total combined income for all owners is \$58,399 or less.
- One of the owners receives disability benefits and the total combined income for all owners is \$58,399 or less.
- One of the owners is active duty military personnel.
- One of the owners is a veteran (or spouse / widow / widower of a veteran) or a Gold Star parent.
- I received the New York State Property Tax Credit (the "Circuit Breaker" credit) for Tax Year 2017.

Section C

1. OWNER'S NAME: _____
2. PHONE NUMBER: (_____) _____ ■ _____
3. STREET ADDRESS: _____
4. CITY: _____
5. STATE: _____ 6. ZIP CODE: _____
7. BOROUGH: _____ BLOCK: _____ LOT: _____
8. EMAIL ADDRESS (Optional): _____

Mail this form to: NYC Department of Finance, Lien Sale Exemptions Unit, 66 John St, 3rd Floor, New York, NY 10038.

If it appears that you may qualify for a property tax exemption, we will send you a full lien sale exemption application so that you may apply for an exemption that would remove your property from the lien sale.