

**OFFICE USE ONLY**

Applicant Name \_\_\_\_\_

Assessment Year \_\_\_\_\_

Assessor or Representative's Signature \_\_\_\_\_

Date \_\_\_\_\_

Type of Application

- Owner Occupied
- Relative/Residential
- Relative/Agricultural

Determination

- Approved
- Denied

## Homestead Application

Applications are due to your assessor's office by December 15. Please read all instructions before completing this application. **NOTE:** Each applicant must complete a separate form to apply for homestead (see Section 2 for married couple applicant instructions).

**Section 1: Property Information**

**You MUST complete this section. Please provide the following information on the property for which you are claiming homestead.**

Address of Property \_\_\_\_\_ Is the property owned by a trust?  
 Yes  No

Property ID Number (Found on the Property Tax Statement) \_\_\_\_\_

|                |       |  |        |
|----------------|-------|--|--------|
| City           | State | ZIP Code                                   | County |
| Date Purchased |       | Date Property was Occupied by Applicant(s) |        |

**Section 2: Occupant Information**

**EACH occupant and/or married couple applying for homestead must complete this section. You certify you and your spouse, if married, are a Minnesota resident, and occupy the property described above as your primary place of residence. Married couples must provide both Social Security numbers, even if one of the spouses does not occupy the property. You also certify that the information you provide is true and correct to the best of your knowledge.**

|   |   |                             |        |
|---|---|-----------------------------|--------|
| Occupant 1 First Name and Middle Initial  | Occupant 1 Last Name  | Social Security Number/ITIN |        |
| Are you listed as an owner on the deed? <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |                             |        |
| Occupant's Previous Address   |   |                             |        |
| City  | State   | ZIP Code                    | County |
| Date Vacated  | <b>Check One:</b> Did you claim homestead at your previous address?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |                             |        |
| Occupant's Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widow |   |                             |        |
| If married, does your spouse occupy the property? <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |                             |        |

**Section 3: Occupant 2 Information**

|   |   |                             |        |
|---|---|-----------------------------|--------|
| Occupant 2 First Name and Middle Initial  | Occupant 2 Last Name  | Social Security Number/ITIN |        |
| Previous Address  |   |                             |        |
| City  | State   | ZIP Code                    | County |
| Date Vacated  | <b>Check One:</b> Did you claim homestead at your previous address?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |                             |        |
| Occupant's Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Legally Separated <input type="checkbox"/> Widow |   |                             |        |
| If married, does your spouse occupy the property? <input type="checkbox"/> Yes <input type="checkbox"/> No  |   |                             |        |
| Is your spouse Occupant 1? <input type="checkbox"/> Yes <input type="checkbox"/> No   |   |                             |        |

Section 4: Homestead Application

Complete Section 4A to apply for residential homestead OR Section 4B to apply for agricultural homestead. NOTE: If you are not sure whether you qualify for agricultural homestead, please contact the assessor's office.

| SECTION 4A: RESIDENTIAL HOMESTEAD APPLICATION   | OR | SECTION 4B: AGRICULTURAL HOMESTEAD APPLICATION  |
|---|----|---|
| Are you applying for residential homestead? <input type="checkbox"/> Yes <input type="checkbox"/> No  |    | Are you applying for agricultural homestead? <input type="checkbox"/> Yes <input type="checkbox"/> No   |
| Is your spouse applying for residential homestead at this property as well?(If applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No |    | If yes, do you or your spouse claim another agricultural homestead? <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| Are you listed as an owner on the deed? <input type="checkbox"/> Yes <input type="checkbox"/> No  |    | Is your spouse applying for agricultural homestead at this property as well? (If applicable) <input type="checkbox"/> Yes <input type="checkbox"/> No                                     |
| If you are not an owner, are you a qualifying relative of an owner? <sup>1</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No           |    | If you are not an owner, are you qualifying relative of an owner? <sup>2</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No   |
|   |    | If you are a qualifying relative, does your family have any other agricultural relative homesteads in Minnesota for your family? <input type="checkbox"/> Yes <input type="checkbox"/> No |

Section 5: Relative Homestead Application

**Complete this section ONLY if you are a qualifying relative applying for homestead. Otherwise, skip to Section 6.**

|   |                          |                           |        |
|---|--------------------------|---------------------------|--------|
| Property Owner First Name and Initial   | Property Owner Last Name | Relationship to Applicant |        |
| Property Owner Mailing Address  |                          |                           |        |
| City  | State                    | ZIP Code                  | County |
| Is the property owner a Minnesota resident?<br><input type="checkbox"/> Yes <input type="checkbox"/> No |                          |                           |        |

Section 6: Signatures

**Sign Here**

I certify that the above information is true and correct to the best of my knowledge. Minnesota Statutes, section 609.41, states that anyone giving false information in order to avoid or reduce their tax obligations is subject to a fine of up to \$3,000 and/or up to one year in prison. This application must be signed by **all owners who occupy the property** or **by the qualifying relative** and returned to the county assessor to receive homestead on this property.

|  |       |               |
|--|-------|---------------|
| <b>Signature of Occupant 1</b>                     | Date  | Daytime Phone |
| Evening Phone                                      | Email |               |
| <b>Signature of Occupant 2 (If Applicable)</b>     | Date  | Daytime Phone |
| Evening Phone                                      | Email |               |
| <b>Signature of Other Owner(s) (If Applicable)</b> | Date  | Daytime Phone |
| Evening Phone                                      | Email |               |
| <b>Signature of Other Owner(s) (If Applicable)</b> | Date  | Daytime Phone |
| Evening Phone                                      | Email |               |

Complete both sides and mail this completed application and all required attachments to your assessor.

<sup>1</sup>For **residential homestead**, qualifying relatives include: parent, stepparent, child, stepchild, grandparent, grandchild, brother, sister, uncle, aunt, nephew, or niece of the owner, by blood or marriage.

<sup>2</sup>For **agricultural homesteads** qualifying relatives include: grandchild, child, sibling, or parent of the owner of the agricultural property or the spouse of the owner.

# Form CR-H Instructions

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## Who is eligible for Homestead?

If you own and occupy your own property, you may be eligible to receive residential or agricultural homestead treatment. Homestead classification makes your property eligible for a reduced classification rate, and/or a reduced taxable value, or may make you eligible for a Property Tax Refund or to enroll in other programs.

You must own the property and occupy it as your primary residence by no later than December 1 of the current year to receive homestead for taxes payable next year.

## How to Apply

Complete the entire application and submit to the assessor within 30 days of establishing homestead, no later than December 15 to be eligible for homestead in the next tax year.

For manufactured homes, you must mail the application by May 29 to be eligible for homestead in the current tax year.

You do not have to reapply for homestead each year. However, the assessor may ask for an updated application at any time.

Each applicant who occupies the property must provide a Social Security number and sign the form. Spouses of the applicants must also provide their Social Security number, even if they do not occupy the property.

## What if my property is held under a trust?

If the property is owned by a trust, the grantor of the trust is considered the owner when completing this application. The assessor may ask for additional information about the trust and for a copy of the page of the trust that has the following information:

- Name and type of trust
- Grantors of the trust
- Signatures of the grantors and date of those signatures

## Required Attachments

If any owners do not occupy the property, you must provide the names and addresses of the owners to the assessor.

If any owners' spouses do not occupy the property, you must provide their names and addresses to the assessor.

If more than two owners occupy the property, attach another application with the Owner/Occupant Information section completed.

## Individual Tax Identification Number (ITIN)/Social Security Number (SSN)

An ITIN can only be used in situations where one spouse has a Social Security number and the other spouse does not. ITINs are not an acceptable alternative in any other case.

We will not disclose Social Security number(s) you provide on this form to the public, but we may share among government officials for tax collection and administration purposes.

## Use of Information

The information on this form is required by Minnesota Statutes, section 273.124 to properly identify you and determine if you qualify for homestead. Your Social Security number is required. If you do not provide the required information, your application will be denied. If you provide your Social Security number thereafter, the effective date of the homestead classification may be delayed. Your Social Security number is considered private data for purposes of establishing homestead.

## Penalties

Making false statements on this application is against the law. Minnesota Statutes, section 609.41, states that anyone giving false information in order to avoid or reduce their tax obligations is subject to a fine of up to \$3,000 and/or up to one year in prison.

If you falsely claim homestead, you may be assessed a penalty equal to in the amount of the additional tax that would have applied to your property if it had not been considered homestead.

## Questions?

If you have questions about homestead or how to complete this form:

- Contact the assessor's office
- Go to our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us) and type **Homestead** in the Search box

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McLeod County Assessor  
2383 Hennepin Ave N  
Glencoe, MN 55336  
320-864-1254  
[Assessors.office@co.mcleod.mn.us](mailto:Assessors.office@co.mcleod.mn.us)