



**Town of Cheektowaga
Assessor's Office
3301 Broadway
Cheektowaga, NY 14227
716-686-3440**

RP-467

Low Income Senior Exemption Application Instructions

The following information must be submitted to the Assessor's Office prior to **March 1st, 2017**:

1. Complete both sides and sign the enclosed RP-467 application
2. One Proof of Residency/Age in the form of a driver's license must accompany your application.
3. Proof of your income earned in **2015** must accompany your application.
 - a. Federal Income Tax Return 1040 Form
 - b. All Schedules attached to your 1040 Form
 - c. If you do not file a tax return, please provide the following:
 - i. Proof of non-filing from IRS for 1st time applicants (additional info available)
 - ii. End of year Social Security 1099 Statement
 - iii. Railroad Retirement 1099
 - iv. Veteran's Compensation Award Letter
 - v. Pension 1099
 - vi. Rental Income Receipts
 - vii. Wage W-2
 - viii. Interest Earned on Checking/Savings Accounts
 - ix. Return on Stocks/Bonds
 - x. Annuities 1099 or Annuity Statement outlining income earned
 - xi. The Interest/Dividends/Capital Gains earned on any **IRA**

Please Note: It is your responsibility to provide documentation showing the return on your investment. Interest/Dividends/Capital Gains are considered income whether a distribution was received or not. **Without documentation showing the amount earned the entire distribution will be considered income.**

Additional Information:

1. The owner or 1 owning spouse must be at least 65 years old before December 31st, 2017
2. Separation/Divorce Papers – in order to discount any income from a spouse or owner.
3. Death Certificate – Additional discounts may be awarded by only counting the surviving spouses income. This cannot be done without a copy of the death certificate.

**To be eligible for the program your gross income must be under \$32,400
The application and all applicable income must be turned into the
Assessor's Office by March 1st, 2017 to be considered for the program!**