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ASSESSOR

CITY OF LONG BEACH
DEPARTMENT OF ASSESSMENT
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LONG BEACH, NEW YORK 11561
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**DEPARTMENT OF ASSESSMENT
SENIOR CITIZENS EXEMPTION APPLICATION - NEW**

Dear Senior Citizen Homeowner:

In order to process your application properly, you must do the following:

ANSWER ALL QUESTIONS. ALL OWNERS MUST SIGN THE APPLICATION.

VERIFICATION OF ALL INCOME IS REQUIRED:

- **Submit a copy of the federal and state income tax return you have filed for the previous calendar year. If you did not file a tax return, you must file Form #4506-T to receive verification of non-filing from the IRS (box #7) and the form series that applies to you (box#8). (Available in the Assessor's Office)**
- **Please provide us with computer printouts of all medical, prescription and laboratory co-pays.**
- **If you receive a distribution from an IRA account, you must provide this office with a statement showing the total interest earned on the IRA Account in the prior calendar year.**
- **You must provide us with copies of statements of all interest and/or dividends earned, social security statements, as well as any other income you may have received.**
- **If a trust was created, you must be the beneficiary during your lifetime. You must attach a copy of the TRUST.**
- **If you have a two-family or three-family home, you must provide this office with a copy of the lease for each rental as well as verification of expenses for each apartment.**

PROOF OF RESIDENCY IS REQUIRED. (i.e. copy of driver's license, car registration, NYS tax returns)

A CURRENT COPY OF YOUR DEED (OR SHARE CERTIFICATE) AND PROOF OF AGE (i.e. copy of your birth certificate, passport) MUST BE ATTACHED TO YOUR APPLICATION.

Failure to complete all the questions on the application and submit all required documents and income verification will be cause for an automatic denial of your application.

Please Note: An interior inspection of your property may be required.

All applications must be submitted not later than November 30th.

If you have any questions about the application process, please call 516-431-1009.