

**WYOMING LONG TERM HOMEOWNER
AFFIDAVIT AND APPLICATION
FILING INSTRUCTIONS**

The application for the long-term homeowner must be properly completed and filed with the County Assessor **no later than the fourth Monday in May. No exceptions.**

Be sure to fill in all sections. Please attach all supporting documents for ownership and age criteria. **INCOMPLETE FORMS WILL RESULT IN THE DENIAL OF THE EXEMPTION CLAIM.**

INFORMATION SPECIFIC TO THE RESIDENTIAL PROPERTY ON WHICH YOU WISH TO CLAIM THE EXEMPTION.

1. Tax year is the year you wish to claim the exemption.
2. Property "Account Number" is the number assigned by the County Assessor and can be found on your Assessment Schedule. It will begin with "R" or "M".
3. In addition to your primary residence, you may claim the exemption on associated residential land where the dwelling is located if the land is under the same ownership as the residence. If land is assessed as a separate account, you must complete an additional application for that account.

OWNERSHIP OF PRIMARY RESIDENCE

1. Legal owner can be found on the deed that was recorded in the real estate recording office of the county clerk when you acquired your primary residence. It can also be found on the Certificate of Title if a mobile home. You do not need to supply a copy of your deed or title to the Assessor. Assessor will verify the applicant is the legal owner of record as of January 1st of the tax year.
2. Select the appropriate form of ownership.

AGE REQUIREMENT

1. Provide proof of your age at time of application using a Wyoming driver's license, Wyoming identification card, passport, birth certificate or any other document that establishes applicant's age.

SURVIVING SPOUSE OF A PERSON THAT PREVIOUSLY QUALIFIED FOR THIS EXEMPTION (if applicable)

1. Provide proof that your spouse received this exemption in a prior year. This may be obtained from the County Assessor.

HISTORICAL RESIDENTIAL WYOMING TAXES PAID

1. Please provide the tax years, property location and County where residential property taxes were paid previously.
2. Please provide the name(s) of how property was held previously if different than the name provided on this application.
3. If nothing is listed, you are indicating all property tax bills state the same name as noted under "Ownership of Primary Residence" on this application.
4. If you are a surviving spouse of a previously qualifying person, you are not required to complete this section.

CERTIFICATION

1. Be sure to read the certification statement very carefully, and sign and date the application in the spaces provided.