

# Deferral Application for Senior Citizens and Disabled Persons

Complete this application and file it with your local County Assessor at least **30 days prior to the date the taxes or special assessments are due**. For assistance in completing this form contact your County Assessor's Office by calling the number listed in the local government section of your telephone directory.

**1. This deferral application is for (check all that apply and list all tax years to be paid):**

Real Property Taxes due in the **year(s)**: \_\_\_\_\_

Special Assessments due: \_\_\_\_\_ in \_\_\_\_\_ **Complete Part 4 on page 2.**  
Month and Day Year(s)

Applicant: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Spouse or Domestic Partner: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Ph: \_\_\_\_\_ Cell Ph: \_\_\_\_\_ Email : \_\_\_\_\_

Co-tenants (someone who lives with you AND has an ownership interest in your home):  
 \_\_\_\_\_

Other occupants: \_\_\_\_\_

Property Address, if different than mailing: \_\_\_\_\_  
Property City: \_\_\_\_\_ Property Zip: \_\_\_\_\_

County Parcel No: \_\_\_\_\_

**2. Please check the appropriate box. Proof of age or disability is required.**

I am or will be 60 years of age or older by December 31 of the tax current year.

I am under 60 years of age and I am retired from \_\_\_\_\_ Date of  
 regular gainful employment due to a disability. \_\_\_\_\_ Disability: \_\_\_\_\_

I am the surviving spouse or domestic partner of a person who was \_\_\_\_\_ Spouse or  
 previously receiving this deferral and I was at least 57 years of age in the \_\_\_\_\_ Domestic Partner  
 year my spouse/domestic partner passed away. \_\_\_\_\_ Date of Death: \_\_\_\_\_

**Ownership and Residency:**

I own or am purchasing this residence. \_\_\_\_\_ Date Purchased: \_\_\_\_\_ Date Occupied: \_\_\_\_\_

**NOTE:** Share ownership in cooperative housing, life estates, leases for life, and revocable trusts do not satisfy the ownership requirement for this program. If you and/or your spouse/domestic partner are temporarily confined to a hospital or nursing home, your home is still considered to be your principal residence.

**Mortgage Information:**

**Yes**  **No** I have a mortgage, purchase contract, or deed of trust. **If yes**, report your mortgage balance in Part 8 on page 4 **and** answer the question below.

**Yes**  **No** My mortgage company withholds a certain amount each month to pay my taxes. **If yes, see Part 5 on page 2.** Your lender must sign this application either before a Notary Public or before the assessor or his/her deputy. This ensures the first lien position of the mortgage lender.

This box to be completed by the Assessor's Office	True and Fair (Market) Value as of January 1 of the Application Year
Date approved or denied by Assessor: _____	Land: \$ _____
Application number: _____	Building: \$ _____
Reason if Denied: _____	
<b>**Note:</b> If no insurance <u>OR</u> if state is not listed as "loss payee", use land value for Total Eligible Value and then stop at "Equity Value".	<b>Total: \$</b> _____
	<b>Equity Calculation</b>
<b>Total Eligible Value</b>	\$ _____
<b>Total Liens and Obligations from Page 4:</b>	\$ _____
<b>Equity Value** = Total Eligible Value minus Total Liens and Obligations:</b>	\$ _____
<b>Deferral Limit = 80% of Equity Value:</b>	\$ _____

3. My residence is a  Single family dwelling  Multi-unit dwelling/condominium  Mobile home

Mobile Homes: Do you own the land the mobile home is located on:  Yes  No If "yes", has the title been eliminated?  Yes  No Date of title elimination if applicable: \_\_\_\_\_

Name of mobile home park if applicable: \_\_\_\_\_ Space No: \_\_\_\_\_

This property includes: (Check all that apply)

- My principal residence and up to one acre of land  More than one acre of land
- More than one residence and/or additional improvements that are not normally part of a residence (i.e. commercial buildings or improvements)

My total parcel or lot size: \_\_\_\_\_ acres If local zoning and land use regulations require more than 1 (one) acre of land per residence in the area where you live you may be able to defer the property taxes for your entire parcel, up to 5 (five) acres.

If larger than one acre, what is the minimum parcel size required for each residence by local zoning or land use regulations: \_\_\_\_\_ acres

- Check one box:
- I have attached the legal description for my residence and one (1) acre encompassing the residence (or up to five (5) acres if the excess acreage is required by local land use regulations). I understand that if I choose this option the value included in my equity calculation will only include the value for this portion of my property.
  - I have elected to allow you to file your lien on my entire parcel, even though the deferral of taxes or assessments may not cover the entire parcel. I understand that if I choose this option the value of my entire legal parcel can be included in the equity calculation.

4. For special assessment deferrals, the following information must be supplied:

**Assessment #1** **Assessment #2**

Jurisdiction to whom the special assessment is paid.....	_____	_____
Type of improvement or special assessment.....	_____	_____
LID, ULID or special assessment number. ....	_____	_____
Annual due date(s).....	_____	_____
Was the installment method selected for payment? .....	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Available	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Available

5. To be completed by your lender if your monthly mortgage payment includes an amount to pay real property taxes. (See Mortgage Information under Part 2 on page 1.)

Auditor's File No: \_\_\_\_\_ Lien Type:  Mortgage or  Deed of Trust

Name of mortgage company or holder of contract or deed: \_\_\_\_\_

**To ensure first lien position, the lender must sign this application either before a Notary Public or before the assessor or his/her deputy.**

\_\_\_\_\_  
Signature of Mortgage Company Representative, Contract Holder, etc. \_\_\_\_\_ Title

Subscribed and sworn to before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_  
(year)

Notary Public or Assessor or Deputy in and  
for the State of \_\_\_\_\_  
residing at \_\_\_\_\_

My signature here confirms that my lender refused to sign this application: \_\_\_\_\_



**7. My home is insured:**     No     Yes    **If yes, my Fire and Casualty Insurance is provided by:**

Company Name: \_\_\_\_\_ Policy No.: \_\_\_\_\_  
 Amount of dwelling coverage:    \$ \_\_\_\_\_ Policy Expiration Date: \_\_\_\_\_  
 Local agent: \_\_\_\_\_ Agent's Phone No.: \_\_\_\_\_

**Washington State Department of Revenue is listed as a "Loss Payee" on my policy.**     Yes     No  
 If Washington State Department of Revenue is not listed as a loss payee on your insurance policy, the value of your dwelling cannot be included in the equity calculation and your equity will be based on the value of the land only. For documentation, you must provide a copy of your current policy declaration. Listing information: Washington State Department of Revenue, Property Tax Division, PO Box 47471, Olympia WA 98504-7471; Deferral Account Number

**8. Liens and obligations**    You must report the current balances of all mortgages and liens against the property. Do not report your deferral account balance.

<input type="checkbox"/> Yes	<input type="checkbox"/> No	Reverse Mortgage ( <i>lien balance</i> )	\$ _____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	1 <sup>st</sup> Mortgage (lien balance)	\$ _____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	2 <sup>nd</sup> Mortgage (lien balance)	\$ _____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Special assessment balance(s)	\$ _____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	Balance on other liens, lines of credit, etc.	\$ _____
<b>TOTAL Liens and Obligations</b>			<b>\$ _____</b>

**9. By signing this form I confirm that:**

- I understand that any deferred special assessments and/or real property taxes, together with interest, are a lien upon this property and that this lien becomes due and payable upon:
  - Sale or transfer of this property.
  - My death unless my surviving spouse or domestic partner, if qualified, elects to continue the deferral. (Your spouse or domestic partner must file an application to continue the deferral within ninety (90) days of your date of death.)
  - Condemnation of this property by a public or private body exercising the power of eminent domain, except as otherwise provided in RCW 84.60.070.
  - Such time as this residence is no longer my primary residence.
  - Failure to keep fire and casualty insurance in sufficient amount to protect the interest of the state, unless the deferred amount does not exceed my equity value in the land or lot only.
- I swear under the penalties of perjury that the information reported on this application form is true and complete. I understand that an incomplete application will delay my property tax payment.
- I understand that **future deferrals are not automatic** and that I must renew my application if I want to defer my property taxes or special assessments next year.
- I understand that **the annual interest rate on deferrals made on or after January 1, 2007 is 5%.**
- I have attached copies of documents supporting my income information, current mortgage and lien balances, and current fire and casualty insurance declaration.**

<b>Your Signature (or the signature of your authorized agent)</b>	<b>Date</b>	<b>Percentage of Ownership Interest</b>
_____	_____	%
<b>Signatures of all other owners of interest on the deed</b>	<b>Phone</b>	<b>Date</b>
_____	_____	_____
_____	_____	%
_____	_____	%
_____	_____	%

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711.

**Instructions for Completing the Income Section of the  
Deferral Application for Senior Citizens and Disabled Persons**

**To avoid delays in processing your application, remember to answer all questions, include all of the required documentation, and sign the form.** Anyone who has an ownership interest in the property must sign the form.

Leave the "County Use Only" areas blank.

You must include documentation showing you meet the age or disability requirement. You must also include documentation of your income; account balances for existing mortgages or other liens against your property; and a copy of your insurance policy showing the State of Washington Department of Revenue listed as "loss payee". Without insurance documentation, we will only include land value in the equity calculation. If you have questions about what to include, contact your County Assessor's Office.

**Instructions for Completing the Income Section**

**How is disposable income calculated?**

The Legislature gave "disposable income" a specific definition. According to RCW 84.36.383(5), "disposable income" is adjusted gross income, as defined in the federal internal revenue code, plus all of the following that were not included in, or were deducted from, adjusted gross income:

- ◆ Capital gains, other than a gain on the sale of a principal residence that is reinvested in a new principal residence;
  - ◆ Amounts deducted for losses or depreciation;
  - ◆ Pensions and annuities;
  - ◆ Social Security Act and railroad retirement benefits;
  - ◆ Military pay and benefits other than attendant-care and medical-aid payments;
  - ◆ Veterans pay and benefits other than attendant-care, medical-aid payments, veterans' disability benefits, and dependency and indemnity compensation; and
  - ◆ Dividend receipts and interest received on state and municipal bonds.
- ◆ **This income is included in "disposable income" even when it is not taxable for IRS purposes.**

**Important:** Include all income sources and amounts received by you, your spouse/domestic partner, and any co-tenants during the application/assessment year (the year before the tax is due). If you report income that is very low or zero, attach documentation showing how you meet your daily living expenses. Use **Line K** to report any income not reported on your tax return and not listed on Lines A through J.

**What if my income changed in mid-year?**

If your income was substantially reduced (or increased) for at least two months before the end of the year and you expect that change in income to continue indefinitely, you can use your new average monthly income to estimate your annual income. Calculate your income by multiplying your new average monthly income (during the months after the change occurred) by twelve.

**Example:** You retired in September and your monthly income was reduced from \$3,500 to \$1,000 beginning in October. Multiply \$1,000 x 12 to estimate your new annual income.

- ◆ **Report this amount on Line K** and do not complete Lines A through J. Provide documentation that shows your new monthly income and when the change occurred.

**Line K – Report all household income not already included or discussed on Lines A through J.** Include foreign income not reported on your federal tax return and income contributed by other household members not shown in Part 1. Provide the source and amount of the income.

**Lines L - O - What is combined disposable income?**

RCW 84.36.383(4) defines "combined disposable income" as your disposable income plus the disposable income of your spouse or domestic partner and any co-tenants, minus amounts paid by you or your spouse or domestic partner for:

- ◆ Prescription drugs;
- ◆ Treatment or care of either person in the home or in a nursing home, boarding home, or adult family home; and
- ◆ Health care insurance premiums for Medicare. (At this time, other types of insurance premiums are not an allowable deduction.)

Care or treatment in your home means medical treatment or care received in the home, including physical therapy. You can also deduct costs for necessities such as oxygen, special needs furniture, attendant-care, light housekeeping tasks, meals-on-wheels, life alert, and other services that are part of a necessary or appropriate in-home service.

**Special instructions for Line P.**

If you had adjustments to your income for any of the following and you did not file an IRS return, report these amounts on Line P and include the IRS form or worksheet you used to calculate the amount of the adjustment.

- ◆ Certain business expenses for teachers, reservists, performing artists, and fee-basis government officials
- ◆ Self-employed health insurance or contributions to pension, profit-sharing, or annuity plans
- ◆ Health savings account deductions
- ◆ Moving expenses
- ◆ IRA deduction
- ◆ Alimony paid
- ◆ Student loan interest, tuition, and fees deduction
- ◆ Domestic products activities deduction

**CONTACT YOUR COUNTY ASSESSOR'S OFFICE FOR  
ASSISTANCE IN COMPLETING THIS FORM.**