

App. No. _____

DATE RECEIVED

APPLICATION FOR TAX REFUND OR WAIVER FOR DESTROYED OR DAMAGED MANUFACTURED HOMES

**ANSWER ALL QUESTIONS AND TYPE OR PRINT ALL INFORMATION
READ INSTRUCTIONS ON BACK BEFORE COMPLETING FORM**

1. OWNER'S NAME	_____
2. OWNER'S ADDRESS	_____ _____
3. OWNER'S TELEPHONE NUMBER ()	_____

4. REGISTRATION NUMBER OF DAMAGED HOME	_____
5. ADDRESS OF DAMAGED HOME	_____
CITY/STATE/ZIP	_____
6. COUNTY WHERE LOCATED	_____
7. DATE DAMAGE OCCURRED	_____
8. CAUSE OF DAMAGE	_____
9. DESCRIPTION OF DAMAGE	_____ _____
10. ESTIMATED DOLLAR AMOUNT OF DAMAGE	\$ _____
11. IF PROPERTY INSURED, AMOUNT OF INSURANCE RECEIVED	\$ _____

I declare under penalties of perjury that this application has been examined by me and, to the best of my knowledge and belief, it is true, correct and complete.

OWNER _____
Signature

DATE _____

Sworn to and signed in my presence, this _____ day of _____, _____

Notary Public

This form should be completed and returned to:

Jill A. Thompson
Athens County Auditor
15 S. Court Street, Room 330
Athens, Ohio 45701

If you have questions on completing this form, please contact the real estate division by calling (740) 592-3223.

INSTRUCTIONS FOR COMPLETING FORM.

FILING DEADLINES AND SCHEDULE OF DEDUCTIONS:

An application for refund or waiver of the current year's taxes must be filed no later than the 31st day of January following the year in which the destruction or damage occurred. Any tax refund or waiver approved will affect the tax bills for the year in which the damage or destruction occurred. The amount of the tax refund or waiver equals a percentage of the tax on the reduction in the value of the home caused by the damage or destruction. That percentage is determined by the calendar half in which the damage occurred. The filing deadline and percentage deduction in taxes allowed for each calendar half are shown below:

CALENDAR HALF IN WHICH HOME WAS DAMAGED	APPLICATION DEADLINE	PERCENTAGE DEDUCTION ALLOWED
JANUARY - JUNE	January 31	100%
JULY - DECEMBER	January 31	50%

LINE INSTRUCTIONS:

LINES

- 1,2 & 3: Enter owner's full name, mailing address, and daytime phone number.
- LINE 4: Enter registration number of damaged home. This number is shown on your tax bill.
- LINE 5: Enter the full address of the damaged home.
- LINE 6: Enter name of county where damage or destruction occurred.
- LINE 7: Enter date the damage or destruction occurred.
- LINE 8: Explain cause of damage: fire, flood, intentional demolition, etc.
- LINE 9: Describe the damage to the home, attach additional pages if necessary.
- LINE 10: Enter your best estimate of the reduction in the home's value caused by the damage.
- LINE 11: If home is insured, show the amount the insurance company paid or will pay, if available.

OWNER'S SIGNATURE: Sign and date the application at the bottom and have your signature notarized. If the owner's signature is not notarized, the section below must be completed and notarized.

AFFIDAVIT OF TWO DISINTERESTED PERSONS

If the owner's signature is notarized on the form of this application, this affidavit is not necessary.

_____ and _____
being duly sworn, say that they are residents of the municipal corporation or township in which the above home is or was situated, that neither of them has any interest therein, and that home was destroyed on the date shown above.

Signed: _____

Sworn to and signed in my presence, this _____ day of _____, _____

Notary Public