

For Staff Use

Application #: \_\_\_\_\_  
(For Staff Use)



**City of Chicago Property Tax Relief Program Application Form**  
Please refer to the Property Tax Relief Program Manual for assistance with this form.

**Section 1: Personal Information – Chicago Residency Required**

Name: \_\_\_\_\_  
(First Name) (Middle Initial) (Last Name)

Last four digits of social security number (for processing only): \_\_\_\_\_

Street Address: \_\_\_\_\_ Chicago, IL Zip Code: \_\_\_\_\_

Property Index Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Daytime Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Section 2: Year-to-Year Property Tax Change**

Please attach a copy of your Second Installment 2008 property tax bill that you received in October 2009. If you received a Certificate of Error, include the Certificate of Error Recommended Bill in addition to your Second Installment 2008 property tax bill. The property tax bill must indicate the Homeowner Exemption. The program is only for properties owner-occupied as of January 1, 2007.

**Section 3: 2008 Income Information**

Please provide total income from your 2008 federal tax form (include your spouse’s income if you filed a joint return). If a tax form was not required, include social security benefits, if any.

- 1. **Adjusted Gross Income** from U.S. 1040 Line 37, U.S. 1040A Line 21;  
or U.S. 1040EZ Line 4 ..... \$ \_\_\_\_\_
- OR**
- 2. **Social Security Benefits** (if you were not required to file federal income taxes) .... \$ \_\_\_\_\_

*Note: The City of Chicago reserves the right to ask for proof of income and other information as part of its audit program.*

Please sign below and attach a copy of a government-issued photo identification card indicating the property address (Driver’s License or State Identification Card).

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

*Note: Pursuant to Municipal Code 1-21-010, any person who knowingly falsifies any statement of material fact to the City of Chicago in connection with an application is liable to the City for a penalty of not less than \$500 and not more than \$1,000. All applications are subject to audit by the City of Chicago.*

Mailing instructions and City of Chicago sites where applications may be submitted are listed on reverse side.

Applications with supporting documentation are being accepted  
by mail or at a City drop-off location:

**DROP-OFF:**

**City of Chicago Revenue Sites**

2550 W. Addison St.  
4770 S. Kedzie St.  
2006 E. 95th St.  
8 a.m. - 6:30 p.m. (M-F)

400 W. Superior  
8 a.m. – 4:30 p.m. (M-F)  
8 a.m. – 3:30 p.m. (Sat.)

**DROP OFF or BY MAIL:**

**Chicago Tax Assistance Center**

City Hall, 121 N. LaSalle St.  
Chicago, IL 60602  
8:30 a.m. – 5 p.m. (M-F)  
(312) – 744-1000

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Please make sure that your application is complete.

**CITY OF CHICAGO PROPERTY TAX RELIEF PROGRAM APPLICATION CHECKLIST**

- SIGNED PROGRAM APPLICATION
- COPY OF 2008 SECOND INSTALLMENT PROPERTY TAX BILL
- COPY OF GOVERNMENT-ISSUED PHOTO IDENTIFICATION

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For an estimate of your grant, please refer to the chart below:

Property Tax Increase	Income Is Between				
	\$0 - \$25,000	\$25,000 - \$50,000	\$50,000 - \$100,000	\$100,000 - \$150,000	\$150,000 - \$200,000
\$50 or more	\$25	\$25	\$0	\$0	\$0
\$100 or more	\$75	\$50	\$0	\$0	\$0
\$150 or more	\$100	\$75	\$50	\$0	\$0
\$200 or more	\$125	\$100	\$75	\$50	\$0
\$250 or more	\$150	\$125	\$100	\$75	\$50
\$300 or more	\$175	\$150	\$125	\$100	\$75
\$350 or more	\$200	\$175	\$150	\$125	\$100

For a copy of your 2008 Second Installment Property Tax Bill, contact:

Call 311 or (312) 744-1000.

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**Any applicant with debt amounts owed to the City of Chicago is not eligible for the City of Chicago Property Tax Relief Program.**

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Your receipt of a grant may affect your federal or Illinois income tax liability. Accordingly, you are encouraged to seek advice from a tax advisor with respect to any grant you receive.

**PROGRAM ENDS MARCH 31, 2010.**