

**FINANCE DEPARTMENT**

BILLING  
COLLECTIONS  
TREASURY  
UTILITY PERMITS

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**Sussex County**

DELAWARE  
sussexcountyde.gov

KATRINA M. MEARS  
MANAGER OF BUSINESS SERVICES

**Tax Exemption Application for  
Disabled Resident or Resident Over 65**

Qualifying information is required for each applicant.

Please note: If you are not a resident of Sussex County for the preceding five years or the parcel/property owner, you do not qualify.  
The annual filing deadline is April 30<sup>th</sup>.

Application Type	Parcel Number	Date you became a resident of Sussex County
Over 65 _____ Disabled _____		

The Disabled/Over 65 tax exemption provides up to a \$229,000 exemption on the assessed value for qualified applicants as identified on the reverse of this application. Incomplete applications will not be considered. Please carefully review and submit all requested documentation.

**Applicant Qualifying Information**

Owner First Name	Owner Last Name	Owner M.I.	Birth Date
Property Address			Phone Number
City	State	Zip	E Mail
Social Security Number	Driver's License Number (Copy Required)	Applicant Signature	

**Co-Owner Qualifying Information (if no co-owner, please skip this section)**

Owner First Name	Owner Last Name	Owner M.I.	Birth Date
Property Address			Phone Number
City	State	Zip	E Mail
Social Security Number	Driver's License Number (Copy Required)	Co-Applicant Signature	

If applying for the **DISABILITY** exemption, please have your physician complete the physician's statement of disability below:

I certify that \_\_\_\_\_, because of accident, injury or disease, is permanently and physically prevented from pursuing any remunerative occupation.

Physician's Name: \_\_\_\_\_ Physician's Signature: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

## **Information and Filing Instructions**

Please carefully review the qualifications and required documentation.

Every person who shall be a resident of this county, who shall be totally disabled or over the age of 65 and who has an income not in excess of \$6,000 per year or, if married, an aggregate income for husband and wife not in excess of \$7,500 per year and who shall reside in a dwelling owned by him/her which is a constituent part of his or her real property shall be entitled, upon proper claim being made therefor, to exemption from taxation on such real estate to an assessed valuation not exceeding \$229,000.

## **General Qualifications for Tax Exemption for Disabled Resident or Resident Over 65.**

Every application for such claim shall contain the following declarations:

1. That the applicant has been a resident in Sussex County for five years immediately preceding the application.
2. That the applicant is the owner of the real property and the dwelling for which such exemption is claimed.
3. That the applicant resides in said dwelling.
4. That the applicant's income is not more than \$6,000 or, in the event of a marriage, that the aggregate income for husband and wife is not in excess of \$7,500. Income shall not include social security benefits, railroad retirement benefits, and pension income (if related to the applicant's disability).
5. Application must be filed by April 30.

### **Disabled Residents**

1. The applicant is totally disabled and has included the certificate of a medical doctor in support of such claim.

### **Residents Over 65**

1. Applicant is 65 or will reach the age of 65 by July 1 of the year in which they make application.

## **Additional Required Documentation for Disabled Resident and Resident Over 65**

1. Copy of Delaware Driver's License or official State ID.
2. Copy of most recently filed Federal Tax return including all schedules as applicable (A, C, D, E)
3. If you do not file a Federal Tax return, then include the following:
  - a. Current Social Security Benefit Statement
  - b. Current Interest Statement(s)
  - c. Current Pension Statement(s)
  - d. Copies of the last 30 days of all bank statements

## **Disclosures**

If the application is approved, the maximum amount of the exemption is \$229,000 which is deducted from your total residential assessed value.

If you own the property with anyone other than your spouse, the exempt amount will be adjusted accordingly.

No application shall be approved unless all taxes, user fees, sewer service charges and any other taxes and fees then due to Sussex County have been paid in full for all parcels owned by the applicant.

The approval is parcel specific, if you move within Sussex County, you must reapply.

The annual filing deadline is April 30<sup>th</sup> and can be delivered in person to 2 The Circle, Georgetown, DE 19947 during regular business hours or mailed to P.O. Box 589, Georgetown, DE 19947.

Please direct questions to 302-855-7871.