

2018 LONGTIME HOMEOWNER EXEMPTION INSTRUCTIONS

Please note: the following instructions refer to the income portion of the Longtime Homeowner Exemption application which can be found on the last page of this mailing.

The amounts written on each line **must** include your income and the income of all individuals who used the property as a principal residence in 2018.

Line 1 — Social Security and SSI benefits

Write the **total gross** amount of any retirement, disability or survivor's benefits (including Medicare deductions) the entire household received from the Social Security Administration. You must also include any Supplemental Security Income (SSI) the entire household received and any benefits to dependent children in the household. Do not include reimbursements under Medicare/Medicaid for medical expenses.

Line 2 — Railroad Retirement benefits

Write the total amount of any retirement, disability or survivor's benefits the entire household received under the Railroad Retirement Act.

Line 3 — Civil Service benefits

Write the total amount of any retirement, disability or survivor's benefits the total household received under any Civil Service retirement plan.

Line 4 — Other pensions and annuity benefits Write the **total adjusted** amount of income the entire household received from any annuity, endowment, life insurance contract or similar contract or agreement. IRAs are not taxable when "rolled over" unless "rolled over" into a Roth IRA. Include only the federally taxable portion of pensions.

Line 5 — Veterans' benefits

Write the total amount of any Veterans benefits income the total household received

Line 6 — Human Services and other governmental cash public assistance benefits

Write the total amount of Human Services and other governmental cash public assistance benefits the entire household received. If the first two digits of any member's Human Services case number are the same as any of those in the following list, you must include on line 6 the total amount of any of these benefits.

- 01 aged
- 02 blind
- 03 disabled
- 04 temporary assistance to needy families
- 06 temporary assistance to needy families
- 07 general assistance

Line 7 — Wages, salaries and tips from work

Write the total amount of wages, salaries and tips, from work for every household member.

Line 8 — Interest and dividends received

Write the total amount of all interest and dividends the entire household received from all sources, including any government sources. You must include both taxable and nontaxable amounts.

Line 9 — Net rental, farm and business income (or loss)

Write the total amount of any net income or loss from rental, farm, business sources, etc. which the entire household received, as allowed on U.S. 1040, Lines 12, 17, and 18. You **cannot** use any net operating loss (NOL) carryover in figuring income.

Line 10 — Net capital gain (or loss)

Write the total amount of any taxable capital gain or loss the entire household received in 2017, as allowed on U.S. 1040, Lines 13 and 14 or U.S. 1040A, Line 10. You **cannot** use any net capital loss carryover in figuring income.

Line 11 — Other income (or loss)

Write the total amount of any other income or loss not included in Lines 1 through 10 that is included in federal adjusted gross income - such as alimony received, unemployment compensation, taxes withheld from oil or gas well royalties. You **cannot** use any net operating loss (NOL) carryover in figuring income.

Line 12 — Add Lines 1 through 11

Line 13 — Subtractions

You may **only** subtract the following adjustments to income totaled on U.S. 1040, Line 36 or U.S. 1040A, Line 20.

- Educator expenses
- IRA deductions
- Student loan interest deduction
- Archer MSA deduction
- Moving expenses
- One half of self-employment tax
- Self-employed health insurance deduction
- Self-employed SEP, SIMPLE, and qualified plans
- Penalty on early withdrawal of savings
- Alimony paid

Line 14 — Total household income

Subtract Line 13 from Line 12. If this amount is **greater than \$100,000**, you do not qualify for this Senior Freeze exemption. However, you may still qualify for the Senior Citizen Exemption.

Thank you for your time and attention. Again, please know the Cook County Assessor's Office will answer any questions you have at any time.

2018 Long-Time Occupant Exemption — General Information

Please review before completing Long-Time Occupant application.

Who is eligible?

To qualify for the 2018 Long-Time Occupant Exemption certain requirements must be met.

Provisions of the plan state you are required to:

- reside in your residence from January 1, 2008 through January 1, 2018, and
- have a total household income of \$100,000 or less for the income tax year 2017

If your total household income was \$75,000 or below, you will receive a 7% Expanded Homeowner Exemption with no maximum exemption amount.

If your total household income was greater than \$75,000, but not exceeding \$100,000, you will receive a 10% Expanded Homeowner Exemption with no maximum exemption amount.

What is a household?

A household means all persons, including the applicant's spouse, who used the residence of the applicant as their principal residence on January 1, 2017

When must I file?

This form must be filed **each year** in order to continue to receive this exemption. The eligibility requirements listed under "Who is eligible" must be met **each year**.

Note: Additional documentation (*i.e.*, state ID/drivers license tax returns, *etc.*) may be required to verify the information in this application.

What is included in household income?

Income that must be included in your household income:

- alimony received
- annuity benefits
- Black Lung benefits
- business income
- capital gains
- cash assistance from Public Aid
- cash winnings from raffles, lottery, etc.
- Civil Service benefits
- damages awarded in a lawsuit for nonphysical injury
- dividends
- farm income
- interest
- interest received on life insurance policies
- lump sum Social Security payments
- military retirement pay
- monthly insurance benefits
- pension and IRA benefits
- railroad benefits
- rental income
- Social Security income (including Medicare deductions)
- Supplemental Security Income (SSI) benefits
- unemployment compensation
- wages, salaries, and tips
- Workers' Compensation Act income
- Workers' Occupational Diseases Act income

What is not included in household income?

Income you should not include in your household income:

- alimony paid
- cash gifts
- child support payments
- Circuit Breaker grants
- damages awarded from a lawsuit for a physical personal injury
- Energy Assistance payments
- federal income tax refunds
- I.R.A.s rolled over into other retirement accounts
- lump sums from inheritances
- lump sums from insurance policies
- money borrowed against a life insurance policy
- money borrowed from any financial institution
- spousal impoverishment payments
- stipends from the Foster Parent and Foster Grandparent programs
- veteran's benefits