

The Senior Citizen Tax Freeze Program (SCTX) “freezes” your Real Estate Tax if you meet certain age and income requirements. This stops your property taxes from increasing, even if your property assessment or tax rate increases.

This application is for **new applicants only!** If you participated in this program last year, you are automatically enrolled this year. If your deed changes for any reason, you **must** reapply. Everyone must complete pages 1-2 of this application. Please include your proof of age with this application. The Department of Revenue will contact you if we need income documents.

The deadline to apply is **January 31, 2022**. Early filers should apply by **September 13, 2021** to see approval reflected on your 2022 Real Estate Tax bill. Applicants approved after this date will receive a second bill.

## 1 Do you live in the property?

YES  NO



If you answered **no** to this question, you do not qualify for SCTX. The SCTX program is only for people who own and live in their home.

## 2 Applicant information

Owner Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Property Address \_\_\_\_\_

OPA Number \_\_\_\_\_

Date of Birth (MM/DD/YY) \_\_\_\_\_

Filing status  SINGLE  MARRIED  WIDOWED

Spouse name (if applicable) \_\_\_\_\_

Spouse Social Security Number (if applicable) \_\_\_\_\_

Spouse Date of Birth (if applicable) \_\_\_\_\_

If spouse is deceased, date of death  
(You must submit a copy of the death certificate)  
\_\_\_\_\_



You are eligible for this program only if you meet **any of the following** descriptions:

- You are aged 65 years or older
- You are living with a spouse who is aged 65 years or older
- You are 50 years or older and were married to someone who was 65 years of older before passing away



**You must send a photocopy of your proof of age with this application.**

Any government issued document that clearly shows a date of birth will be accepted. Some examples are:

- Drivers license
- State ID card
- City of Philadelphia ID card
- Birth certificate

## 3 Residence Information

YES  NO Do you claim any other property as your primary residence?

YES  NO Is your primary residence part of a cooperative where some or all of the taxes are paid jointly?

YES  NO Do you use your property for something other than your primary residence, such as for business or rent?

\_\_\_\_\_ % If YES, what percentage is used for business or rental?



You **do not qualify** for SCTX if claim another property as your primary residence.

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# Senior Citizen Tax Freeze (SCTX) Application



## 4 Annual Household Income

Please use the worksheet below and enter your **2019** annual household income. To qualify for SCTX program, your total income **must be** \$27,500 or less for a single person or \$35,500 or less for a married couple. Do **not** send proof of income.

INCOME SOURCE	TOTAL (APPLICANT + SPOUSE)
Social Security Benefits (include SSI, SSD, etc.) Do <b>not</b> include any Medicare Part B premiums	
Pensions and other retirement benefits Include railroad benefits, taxable portion of IRAs etc.	
Take home pay Include salary, wages, self-employment income etc.	
Interests, dividends, and capital gains prizes Do <b>not</b> subtract losses	
Net rental and business income Do <b>not</b> subtract losses	
Other income Include unemployment compensation, support money etc.	
<b>TOTAL</b>	

## 5 Signature

The Department of Revenue will also use this application to enroll you in the Homestead Exemption program if you do not already have it. The Homestead Exemption can save you money on your property taxes.

The Department of Revenue is authorized to perform an income verification check with the Internal Revenue Service and Pennsylvania Department of Revenue. If at any time during the program the city determines you were not income ineligible, you will be required to pay the taxes which would have been due, plus penalties, interest, and additions.

If needed, the City will make its best efforts to contact SCTX applicants and participants. This may include letters, phone calls, emails, or SMS (text) messages.

I have reviewed all the information on this form and I certify that this information is true and correct to the best of my knowledge, information and belief.

Applicant Signature

Spouse Signature

Date

Phone Number



### Mail completed forms to:

Philadelphia Department of Revenue  
P.O. Box 53190  
Philadelphia, PA 19105

### or return in person:

**Municipal Services Building**  
Department of Revenue  
1401 John F. Kennedy Blvd—Concourse  
Philadelphia, PA 19102

**Northeast Municipal Services Center**  
7522 Castor Ave.  
Philadelphia, PA 19152

**Hope Plaza**  
N. 22nd & W. Somerset St.  
Philadelphia, PA 19132