



2024 Senior Tax Credit Application – Deadline: October 1, 2024

Guide to the Application Process

Senior Tax Credit application can now be filed online

<https://www.howardcountymd.gov/finance/tax-credits>

Howard County provides a credit for the real property tax bill for homeowners 65 or older who qualify based on gross household income. Since eligibility for the program is based upon income, it may be convenient for you to complete this form at the same time you prepare your federal income tax returns. Applications are processed by the Howard County Department of Finance Tax Credit Section.

****IMPORTANT**** If your combined gross household income does not exceed **\$60,000** and your Net Worth does not exceed **\$200,000** (excluding the value of your home, and excluding the value of qualified retirement plans, and individual retirement accounts), you **MUST** also submit a completed State of MD Homeowner Tax Credit application no later than October 1, 2024.

For more information please contact:

State Department of Assessments & Taxation

Homeowners' Tax Credit Program

410-767-5900 or 410-767-4433

sdatt.homeowners@maryland.gov

The amount of credit equals 25% of the County property tax due in the current year **after** applying the Homeowner Credit. The amount of the credit is calculated after all other allowable credits granted for the property are applied. You **MAY NOT** receive an Aging in Place Tax Credit, Public Safety Officer Credit, and a Senior Tax Credit in the same tax year. If you are eligible to receive a Senior Tax Credit, you will automatically receive 60% credit trash, watershed, and 100% bay fee credit where applicable.

Eligibility Requirements

- You **MUST** be at least 65 years of age as of June 30th.
- The property for which the credit is sought must be your principal residence (determined by the MD Department of Assessments and Taxation) and where you expect to reside for more than 6 months of the tax year, including July 1st.
- An individual unable to reside in their principal residence for reasons of illness, may still be eligible with supporting documentation from attending physician.
- Your combined gross household income does not exceed **\$102,200** for the 2023 calendar year.
- Your combined household net worth does not exceed **\$500,000** as of December 31, 2023. This does not include your principal residence. A homeowner may claim credit for only one principal residence.

Definitions

The Senior Tax Credit program applicant must report **total “gross” income**, which means the combined gross household income for the 2023 calendar year.

GROSS INCOME- total earnings before taxes or other deductions.

Income from any source before any tax exemptions or deductions. Gross income includes non-taxable income. Income information must be reported for the applicant, spouse or co-owner and all other occupants of the dwelling unless such other occupants were claimed as dependents on the applicant’s federal income tax return or unless they are paying reasonable fixed charges, such as rent or room and board. Payment of household expenses by other occupants should be reported as room and board. All gifts over \$300 and expenses paid on your behalf by others must be reported as income.

Net Worth

For the Senior Tax Credit, net worth means, after deducting outstanding liabilities, the sum of the current market value of all assets including real property, cash, savings accounts cash value of qualified retirement savings plans, and individual retirement and other investments, *but **not** including the dwelling for which the property tax credit is sought, tangible personal property, or the cash value of any life insurance.*

APPLICATION CHECKLIST- **PHONE PHOTO DOCUMENTS WILL NOT BE ACCEPTED**

- Please submit the following with the original copy of the application:
- ID – Copy of a valid Maryland Driver’s License or MVA-issued I.D. for all owners. If an owner listed on the deed does not reside at the property, please provide their state-issued driver’s license or state-issued photo identification.
- Income – All income documents: W-2, 1099-INT, 1099-DIV, 1099-B, 1099-C, W2-G, 1099-misc, 1099-K
- Social Security & Railroad – SSA-1099, RRB 1099,
- IRA, Pensions, & Annuities – 1099R forms for all distributions and rollover forms
- Business Owners- If *gross* income was derived from:
 - Partnership -Form 1065 and 1065/K1
 - S Corporation or Corporation -Forms 1120 or 1120s
 - Sole Proprietor- Schedule C
 - Rental Income-Schedule E

Copy of your complete Federal tax return

- A copy of your complete 2023 Federal Tax return prepared by an accredited tax preparer, ***or***
- A copy of your complete 2023 Federal Tax return accompanied with Self-prepared tax software transmittal or confirmation acceptance receipt, ***or***
- Tax returns ***not electronically filed-Submit an IRS Tax return transcript and a complete copy of your 2023 tax return***
- Handwritten tax returns- ***Must be submitted with an IRS Tax return transcript***

Official IRS Tax return Transcript can be obtained by contacting the IRS at 1-800-908-9946 or by visiting the IRS website at www.irs.gov.

Mailing Address

Howard County
Department of Finance
Senior Tax Credit
3430 Court House Drive
Ellicott City, MD 21043

Contact Information

Phone: (410) 313-2062
Hours: Monday – Friday
8 a.m. – 5 p.m.

Email: taxcredit@howardcountymd.gov

State of MD

Homeowner Credit -HTC
State Dept. of Assessment
contact 410-767-5900

Please do not email any tax credits applications or supporting documentation to the Department of Finance. They will not be accepted in accordance with data security protocol. Instead, please apply online or mail your documents to the Department of Finance, Senior Tax Credit, 3430 Court House Drive, Ellicott City, MD 21043

I declare under the penalties of perjury pursuant to Sec.1-201 of the Maryland Tax-Property Code Annotated that this application (including any accompanying forms and statements) has been examined by me and the information contained herein, to the best of my knowledge and belief, is true correct and complete, that I have reported all monies received and that this dwelling will be my principal residence for the prescribed period. I understand that the Howard County Department of Finance may request, at a later date, additional information to verify the statements reported on this form, and that independent verifications of the information reported may be made. I also understand that intentionally providing false information on this application may subject me to criminal penalties and fines.

2024 HOWARD COUNTY SENIOR TAX CREDIT APPLICATION – DEADLINE: OCTOBER 1, 2024

Section 1 Parcel Number:		Phone Number	
Name: (Last, First, MI)	Last (4) XXXX social security #	Date of Birth	
Name: Spouse or Co-Owner(s)	Last (4) XXXX social security #	Date of Birth	
Property Address	City	Zip	
B) Marital Status: check one: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed-provide copy of death cert.			
C) Did you or will you file a Federal Income Tax Return for 2023? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please submit a copy of your 2023 Federal Income Tax Return with your application			
D) Do you own other real estate? (This does not include primary residence)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide address and copy of the 2023 tax bill for each property and if applicable form1098 _____			
Section 2			
A) Information for all other residents who are NOT on the deed but reside in the property You must provide name(s) and report the gross income, with 2023 tax return for all residents over 18 years of age who lived in your household during 2023, who is not a co-owner and <u>cannot</u> be claimed as a dependent for IRS purposes: <i>if not applicable write none</i>			
Name _____		Total Gross Income \$ _____	
Name _____		Total Gross Income \$ _____	
B) Information for all residents who are not on the deed residing in property that pay Room & Board You must provide name of persons 18 years or older residing in the property that pay room & board <i>if not applicable write none</i>			
Name _____		Monthly Room & Board \$ _____	
Name _____		Monthly Room & Board \$ _____	
Section 3			
INVESTMENT INFORMATION:			
Investments include real estate (do not include your primary residence for which credit is sought), trust funds, money market funds, certificates of deposit, stocks, stock options, bonds, other securities, installment, and land sale contracts (including mortgages held), commodities etc.			
NOTE: If A&C equal less than \$200K and Gross income is less than \$60K, you must apply to the State of MD for the State of MD Homeowner credit.			
a. As of 12/31/2023 what was your total balance in cash, savings in checking accounts			\$ _____
b. As of 12/31/2023 what was the total of investments in Qualified retirement and individual retirement accounts			\$ _____
c. As of 12/31/2023 what is the net worth of your investments? Net worth means current value minus debt.			\$ _____
Total Investments -A+B+C			\$ _____

SOURCES OF GROSS INCOME CALENDER YEAR ENDING: DECEMBER 31, 2023	(1) APPLICANT	(2) SPOUSE OR RESIDENT CO-OWNER	(3) ALL RESIDENTS	OFFICE USE ONLY
Wages, Salary, Tips, Commissions, Fees (Attach a copy of 2023 W-2)				
Interest (taxable & non-taxable, attach 1099 INT)				
Dividends (taxable & non-taxable, attach 1099 DIV)				
Gross Capital Gains (Includes non-taxable gains) 1099-B				
Gross Rental Income (Schedule E)				
Gross Business Income (Schedule C/1065/1120/1120S)				
Room & Board (see instructions)				
Unemployment Insurance; Worker's Compensation (attach 1099-G)				
Alimony; Public Assistance Grant				
Social Security; SSI Benefits (Attach copy of 2023 SSA-1099)				
Railroad Retirement (Attach ENTIRE copy of 2023 RRB 1099)				
Federal Pensions: Including VA Benefits (Attach a copy of 2023 1099-R)				
Pensions and Annuities (Attach a copy of 2023 1099R)				
IRA Distributions (Attach a copy of 2023 1099-R) If rollover, attach proof of deposit				
Deferred Compensation (Attach a 2023 W-2 OR 1099 Statement)				
Inheritances; Gifts over \$300; Expenses Paid by Others (Provide documentation)				
All other income (Provide source AND documentation)				
2023 TOTAL INCOME				

I declare under the penalties of perjury pursuant to Sec.1-201 of the Maryland Tax-Property Code Annotated that this application (including any accompanying forms and statements) has been examined by me and the information contained herein, to the best of my knowledge and belief, is true correct and complete, that I have reported all monies received and that this dwelling will be my principal residence for the prescribed period. I understand that the Howard County Department of Finance may request, at a later date, additional information to verify the statements reported on this form, and that independent verifications of the information reported may be made. I also understand that intentionally providing false information on this application may subject me to criminal penalties and fines.

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APPLICANT SIGNATURE

DATE

CO-APPLICANT SIGNATURE

DATE