Logo, company name

Description automatically generated

Once again, the tax season is upon us. Many of you will need a Homestead Credit form completed by our office. Because of the volume of requests for this form, we have established a WORKSHEET that when filled out by you, the tenant, it helps to make the processing time much faster. Please follow the guidelines listed below:

* Fill out the form completely and legibly
* Enclose a self-addressed, stamped envelope that your completed form will be returned in. **(Failure to do so may delay the processing time of your form.)**
* If you send this form to our office, do not send the one the IRS mailed to you. **(This will only cause unnecessary duplication and may delay the processing time.)**

**The forms are processed on a first-come, first-served basis. Expect your completed form in approximately 4 to 6 weeks**. It will be printed on a separate sheet of paper in a format that is accepted by the IRS. The completed form **cannot be** faxed or emailed back to you as it needs an original signature from our office.

Detach below this line and mail completed worksheet to the address listed below.

**HOMESTEAD CREDIT WORKSHEET**

**Tenant Information:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CIRCLE ONE**

**Current**

**Prior**

**Did you rent a GARAGE yes/no?**

**Renter’s Last Name First Name Middle Initial**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Apt. #**\_\_\_\_\_

**Address of Rental Property**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City WI Zip Code**

**Address to send Rent Concession/Homestead form, if different than**

**Apartment address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I occupied rental property during 2022:**

**From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Month/Day/year Month/Day/year**

**Do/Did you occupy the rental property with co-tenant(s)? ( ) YES ( ) NO**

(A co-tenant is any adult listed on the lease; does not include spouse or children)

**EACH TENANT SHOULD FILL OUT A SEPARATE HOMESTEAD CREDIT WORKSHEET.**

**Mailing Address: P.O. Box 45, Eau Claire, WI 54702**

*Physical Address: 3502 Oakwood Hills Pkwy Ste C, Eau Claire, WI 54701*