



Town of Sudbury Board of Assessors
278 Old Sudbury Road
Sudbury, MA 01776
(978) 639-3395

Greetings:

Enclosed please find the FY 2021 Senior Means Tested Application material.

Please be advised that the deadline to submit the FY 2021 Senior Means Tested Exemption Application is Tuesday September 15, 2020.

Please take a few moments to read the Program Information and Filing Instructions Included in this packet. Unlike past years (due to the COVID social distancing restrictions) I am not able at this time to meet in person with anyone requesting filing assistance. I am more than happy to field your application questions by telephone or email. I strongly encourage you to either call me or send an email in the event you have any question about applying for Fiscal Year 2021. Also, please mail the completed applications and supporting material to the Assessor's Office. As of this writing the Flynn Building is closed, so in person drop off of applications is not an option. Instead this year's filing plan will be:

1. Once you have have gathered your tax return forms please complete the application and, send the application and pages 1+2 of your 2019 Federal Income Tax, and your 2019 Massachusetts State Tax form Schedule CB to:
Town of Sudbury, Assessors Office, 278 Old Sudbury Rd. Sudbury, MA. 01776 Attn: Cynthia Gerry

2. When I receive your application and supporting materials, I will date stamp the application, then photocopy the application and tax return documents.
3. I will then mail you back a date stamped application copy, and the originals of your income tax forms. I will keep the original application and the tax return copies.

Please do not hesitate to contact me if you have any questions or concerns about this year's filing process.

My contact information is as follows:

(phone): 978-639-3395

(email): gerryc@sudbury.ma.us

Thank you,
Cynthia Gerry
Director of Assessing
Town of Sudbury

MEANS TESTED SENIOR EXEMPTION TOWN OF SUDBURY
COMMONWEALTH OF MASSACHUSETTS CHAPTER 169 OF THE ACTS OF 2012 /AMENDED
CHAPTER 10 OF THE ACTS OF 2016

Instructions for Filing:

Fiscal Year 2021 Town of Sudbury
Completed Application and all documentation must be submitted to the Board of Assessors no later than September 15, 2020

Fiscal Year 2021 Town of Sudbury
MEANS TESTED SENIOR CITIZEN PROPERTY EXEMPTION

Program Information and Filing Instructions

To qualify for the Sudbury Means Tested Senior Exemption applicants must meet age, income, ownership, residency and assessed value requirements as identified below. In addition, the value of all financial assets owned will be considered when determining an applicant's eligibility.

- Age 65 years or over.
- Calendar Year 2019 Income not to exceed the following (as determined by the 2019 Massachusetts State Income Tax Schedule CB).
 1. \$60,000 or less for a single filer or
 2. \$90,000 or less for joint filers, or
 3. \$75,000 for head of household.
- Own and occupy the property. Owner or co-owner must have lived in Sudbury for at least 10 consecutive years.
- The assessed value of the home cannot exceed the prior year's average assessed value of a Sudbury single-family home plus 10%. That means this year's maximum allowable assessed value is: **\$820,886**
- The applicant must not own "excessive assets" that place him/her outside of the intended recipients of this exemption.

If you have questions or concerns, please contact the Assessor's Office either by phone: 978-639-3395 or by email: gerryrc@sudbury.ma.us.

Preparing to File:

Please gather the following necessary documentation which must accompany the filing of the application:

1. A complete executed copy of Schedule CB Circuit Breaker Credit 2019 from your Massachusetts State Income Tax Return. **If you did not file a Massachusetts State Income Tax Return for 2019 you must still complete, and submit a Schedule CB with your application.** If you need a blank Schedule CB Circuit Breaker Credit 2019, please contact our office.

2. A complete executed copy of pages 1 & 2 of your 2019 Federal Income Tax Form 1040.

The completed application along with above-mentioned items 1 & 2 must be received in the Assessor's Office 278 Old Sudbury Rd. Sudbury, MA. 01776 by September 15, 2020.

THE DEADLINE CANNOT BE EXTENDED OR WAIVED BY THE ASSESSORS FOR ANY REASON. IF THE APPLICATION IS NOT TIMELY FILED OR IS INCOMPLETE BY THE DEADLINE FOR

SUBMISSION YOU LOSE ALL RIGHTS TO THIS EXEMPTION AND THE ASSESSORS BY LAW CANNOT GRANT THIS EXEMPTION.

HOW WILL MY EXEMPTION AMOUNT BE DETERMINED? The Sudbury exemption program is intended to help qualifying seniors reduce their real estate tax burden. The exemption amount is determined by several factors including the amount of the original tax, the qualifying income, and the funding cap established annually by the Select Board. We will not know the actual benefit amount until the January 2021 tax bills are calculated.

WHEN SHOULD I EXPECT TO SEE THE REDUCTION IN MY TAX BILL? Filing of the application will not stay the collection of your taxes. Taxes should be paid as assessed. If your application meets all requirements of the program, your actual FY 2021 tax bill will reflect the exemption. In other words, the exemption benefit will be directly applied to the actual tax bill (issued January 1st). If that does not happen for any reason, you will be notified.

ASSESSORS APPLICATION REVIEW AND PROCESS

1. A designated Assessor's staff member will review the submitted application material.
2. The pertinent data from the application (i.e. qualifying income, age, assessed value etc.) will be entered on a worksheet. The applicant's identity will not be detectible on the worksheet. Each application shall be assigned a number. The verified information from the numbered application will be entered on the worksheet for the Board of Assessors review.
3. Those applicants determined to be ineligible will receive written notification as to their ineligibility. The eligible applicant pool is expected to vary from year to year. Eligibility in one year does not guarantee eligibility the following year. Applicants should understand that each year's qualification is subject to Circuit Breaker eligibility during the prior calendar year. In other words, in order to qualify for the program in FY 2021 the applicant must have met the income criteria of the 2019 Circuit Breaker State Income Tax Credit.
4. If you ordinarily file for the Veteran's, Blind, Surviving Spouse, Senior over the age of 65, Senior Tax Deferral (Clause 41A) etc. do not let the filing of this application deter you from applying for the traditional programs.

The Board of Assessors may deny an application if it finds that the applicant has excessive assets that places the applicant and any co-owners outside of the intended recipients of the Exemption.

FY 2021 MEANS TESTED SENIOR EXEMPTION
TOWN OF SUDBURY

APPLICATION FOR EXEMPTION General Court of the
Commonwealth of Massachusetts Chapter 169 Acts of 2012
Chapter 10 of the Acts of 2016

THIS APPLICATION IS NOT OPEN TO PUBLIC INSPECTION
Application Deadline September 15, 2020

OWNER/APPLICANT SECTION

A. Name of Assessed Owner(s): _____

B. Date of Birth:

____/____/____

C. Marital Status:

D. Phone:

E. Legal Residence:

F. Mailing Address if Different:

G. Did you own the property identified
in § E. above on December 31, 2019?

If yes, were you:

Sole Owner _____

Co-owner with spouse only _____

Co-owner with other(s) _____

H. Was the title to the property held in a trust as of December 31, 2019?
If yes, please attach all trust instruments including schedules.

CO-OWNER AGE ELIGIBILITY & RESIDENCY SECTION

I. Were all co-owners at least 60 years of age on or before December 31, 2019? _____

J. If yes, please state the full name and date of birth for all co-owners:

Co-owner 1 Name: _____

Co-owner 1 D.O.B. ____/____/____

Co-owner 2 Name: _____

Co-owner 2 D.O.B. ____/____/____

Co-owner 3 Name: _____

Co-owner 3 D.O.B. ____/____/____

K. Have you or a co-owner owned
and occupied property in
Sudbury as your primary
domicile for at least 10
consecutive years prior to
December 31, 2019?

If no, please tell us the years you have lived
consecutively in Sudbury:

From: _____

Through: _____

REQUIRED DOCUMENTATION

L. The following documentation is required as part of your application and must be submitted by application filing deadline:

- Pages 1 & 2 of 2019 Federal Income Tax 1040, 1040A, 1040 EZ etc.
- 2019 Schedule CB Circuit Breaker
- Trust documentation (if applicable, see § H. above)

Please note: Even if you did not file a Massachusetts State Income Tax Return, you must complete, execute and submit a Schedule CB Circuit Breaker 2019.

ASSETS/VALUE OF PROPERTY OWNED

M. Real Estate (List Below)		
Primary Domicile Address:	Assessed Value FY 2020	Amount due on Mortgage(s)
	\$	\$
Other Real Estate Address(es): _____	\$	\$
_____	\$	\$
Total	\$	\$

N. Personal Property (List Below)		
Bank Accounts:	Total Value of all bank accounts	\$
Stocks, Bonds, Securities:	Total Value of all stock, bonds, securities	\$
Any other personal property including cash value of whole life insurance policies, retirement accounts:	Total Value of other personal property	\$

DEBTS/LIABILITIES

O. Please describe with specificity your debts other than the mortgages listed above, if any:	Amount
	\$
	\$

Signatures

P. BY SIGNING BELOW I REPRESENT AND CERTIFY, THE INFORMATION CONTAINED IN THIS APPLICATION AND ALL ACCOMPANYING DOCUMENTS AND STATEMENTS ARE TRUE, ACCURATE AND COMPLETE. If signed by agent, attach copy of written authorization to sign on behalf of taxpayer. By the execution hereof, any such agent represents to the best of his/her knowledge after due inquiry, that the information contained in this application and all accompanying documents and statements are true, accurate and complete. **Application Deadline: September 15, 2020**

Signature of Applicant: _____

Signature of Agent: _____

Date: _____

Print Name: _____