

Possible first time applicants for **Low Income Senior**

- **DO YOU HAVE A COMBINED 2019 INCOME OF \$35,400 OR LESS?**
 - **YOU MAY BE ELIGIBLE FOR THE SENIOR LOW INCOME EXEMPTION**
 - Application- RP-467-Rnw& RP 425 Worksheet (forms found on the Amherst Assessor's website www.amherst.ny.us) – completed & signed (***Please include phone number and email address!***)
 - 2019 Total Gross Income- the 2019 total gross income of all owners and any spouses of owners residing on the premises must be **\$35,400** or less.
 - **2019 Income Tax (if filed)** Federal and/or NYS – signed
 - **2019 Statements (whether filed or not)** Please provide your income documentation, including Social Security Statements, all 1099 forms, and other income.
 - This includes Year-End Reports for IRA/Annuity accounts. Year-End Reports are provided by the IRA company/bank. **Income tax preparers do not use this Annual Statement/Year-End report.**
 - IRA *distribution* is NOT included in income.
 - The *earnings* on this type of account are included as income for this exemption.

THE SAFE STEPS WHEN YOU APPLY FOR YOUR SENIOR EXEMPTION

- **FIND YOUR 2019 FEDERAL/STATE INCOME TAX RETURN or GATHER ALL YOUR INCOME FROM 2019 (USE THE CHECKLIST ENCLOSED)**
- **FILL OUT THE APPLICATION AND SIGN IT ***PLEASE INCLUDE PHONE NUMBER & EMAIL ADDRESS!*****
- **3 OPTIONS FOR TOUCHLESS APPLICATION**
 1. **PLACE ALL YOUR INFORMATION AND APPLICATION IN AN ENVELOPE ALONG WITH A SELF ADDRESSED STAMPED ENVELOPE (WE WILL MAIL YOU BACK A COPY OF YOUR APPLICATION AS YOUR RECEIPT ALONG WITH YOUR ORIGINAL RECEIPTS)**

**MAIL TO: TOWN OF AMHERST ASSESSOR'S OFFICE
5583 MAIN STREET
WILLIAMSVILLE. NY 14221
716-631-7038**
 2. **SCAN AND EMAIL ALL OF YOUR INFORMATION TO:**
lowincomenew@amherst.ny.us (if emailed to us, we will email a receipt)
 3. **PLACE IN THE DROP BOX LOCATED INSIDE THE BACK DOOR OF THE TOWN HALL**
(Provide a self- addressed stamp envelope for return of any originals and receipt)