

\* Submission of this application and statement authorizes the Assessor and/or staff to request or collect information enough to verify Primary Residence Status.



# APPLICATION FOR RESIDENTIAL EXEMPTION

SUMMIT COUNTY ASSESSOR \* PO BOX 128 \* COALVILLE, UT 84017 \* 435-336-3257

[cathy.robinson@summitcounty.org](mailto:cathy.robinson@summitcounty.org)

DATE: \_\_\_\_\_

OWNER NAME: \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHYSICAL ADDRESS: \_\_\_\_\_

PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS IN REFERENCE TO THE \*PHYSICAL ADDRESS ABOVE\*

YES NO

1. Do you own any home(s) other than the one noted in the property address above? If YES, please list the complete address, and note whether they are being rented, or if they are used as a secondary/vacation residence.

2. Do you pay your income taxes in Utah?

3. Do you use the property address above for your federal and state tax returns?

4. Are you currently registered to vote in Summit County?

5. Are your vehicle(s), and/or boat(s), RV(s), registered in Summit County?

6. Please explain any NO answers, to questions 2-5 above: \_\_\_\_\_

7. ENCLOSE A COPY OF UT DRIVER'S LICENSE FOR EACH OWNER ON THE ACCOUNT: \_\_\_\_\_

(Driver's License may be audited at any time for address authenticity)

**Address on driver's license needs to match the physical address of the property**

The Declaration below is available for PUBLIC REVIEW: (excluding the rental contract)

Owner must initial ONE of the following:

**PRIMARY (Owner's permanent, full-time residence):** I am the owner of the above identified residential property in Summit County. I have no other permanent residences in Utah or any other state or province. I will occupy this property at least 183 consecutive days per calendar year.

DATE OF OCCUPANCY: \_\_\_\_\_

\*

**RENTAL/LEASING:** I am leasing / renting, OR a family member is living in the above identified property. The tenant or family member is using the property as their permanent full-time residence and they have no other permanent residence. Tenant or family member's name & phone # \_\_\_\_\_

**\*\* 12 - MONTH Lease agreement required**

**(A copy of the tenant's Utah driver's license address on the driver's license(s) need to match the physical address of the property)**

\*

**NON-PRIMARY:** The above identified property is NOT my permanent, full-time residence. I am not entitled to any primary residential exemption.

**I understand that pursuant to Utah Code Annotated, Section 59-2-309(2), that any misrepresentation of the declaration above subjects the owner to severe penalties.**  
**(All owners must sign)**

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Telephone #: \_\_\_\_\_ EMAIL \_\_\_\_\_

Dear Property Owner:

Utah law allows the Assessor's Office to exempt from taxation, 45% of the fair market value of residential property if the property is being used as a primary residence.

The Summit County Assessor's Office routinely conducts a review of homes located in Summit County in order to determine if this primary residential exemption is being applied correctly. In addition, all new ownership transfers must apply and qualify for the exemption.

In order to qualify for this exemption, certain criteria must be met. We are requesting that the application on the reverse side of this letter be filled out and returned to our office so the status may be determined and/or verified on your property.

Failure to complete, sign, and return this application may result in the loss of your exemption. Please complete the application (see reverse) and return to our office located at 60 N. Main Street, or mail to P.O. Box 128, Coalville, UT 84017.

We thank you for your prompt attention to this matter. If you have any questions, please call our office at 435-336-3257.

---

**FAILURE TO COMPLETE THE ITEMS BELOW WILL RESULT IN THE APPLICATION MARKED INCOMPLETE AND MAILED BACK TO YOU**

- **COMPLETET THE ENCLOSED APPLICATION – ALL OWNERS MUST SIGN THE APPLICATION**
- **INCLUDE A COPY OF UTAH DRIVER'S LICENSE FOR EACH OWNER ON THE ACCOUNT.**  
**Address on the driver's license needs to match the physical address of the property**
- **IF THE PROPERTY IS RENTED, A LONGTERM LEASE IS REQUIRED (\*\* 12-month lease agreement required)**  
**A COPY OF THE RENTERS UTAH DRIVER'S LICENSE**  
**(Tenant(s) address on driver's license needs to match the physical address of the property)**

If a person has a Utah driver's license, they can change the address on their driver's license to match the physical address of the property by going to the link below. Once you have input the information asked for, take a screen shot of the document as it is not printable.

Paste it into a word document and print. Mail or email it back to Cathy Robinson along with the application for residential exemption.

Link to change the address on driver's license: <https://secure.utah.gov/dlr/index.html>