



West Contra Costa Unified School District
SENIOR CITIZEN EXEMPTION FROM THE PARCEL TAX
FOR FISCAL YEAR 2013-2014

WHO QUALIFIES FOR A SENIOR CITIZEN EXEMPTION FROM THE PARCEL TAX?

An exemption from the school district's parcel tax is available to eligible senior citizens who reside in property they own in the territory of the school district, as follows:

“An exemption shall be granted annually on any single family residential parcel or multi-family dwelling unit owned by one or more persons 65 years of age or older who occupies said parcel or unit as a principal residence, upon annual application to the District for exemption.”

HOW DO I FILE FOR AN EXEMPTION?

If you wish to be exempt from the parcel tax, you need to file an Application for Senior Citizen Parcel Tax Exemption. To process your application, you will need to provide the following documents:

1. A completed Application for Senior Citizen Parcel Tax Exemption.
2. A current (most recent) tax bill from the Contra Costa County Tax Collector showing ownership of your residence in the school district.
3. Proof of age (one of these):
 - Driver's License or Department of Motor Vehicles Identification Card
 - Medicare Card
 - Birth Certificate
 - Passport
4. Proof of residency at the property located in the school district (one of these):
 - Utility bill (such as PG&E, telephone, sewer, water or garbage)

Once you have completed the Application for Senior Citizen Parcel Tax Exemption, mail the application form with photocopies of your property tax bill, proof of birth date and proof of residency to the school district's parcel tax administrator:

MAILING ADDRESS

**SCI Consulting Group
Attn: WCCUSD Exemption
4745 Mangels Blvd.
Fairfield, CA 94534**

EMAIL ADDRESS:

melanie.lee@sci-cg.com

FAX NUMBER:

(707) 430-4319

If you have questions about the exemption, please call SCI Consulting Group, @ 1-800 273-5167.

*If your tax exemption form is **not received** on time (by June 30th), it will be not be processed for the current year. It will be held for the following tax year.*

If you received your tax exemption in 2012-2013 and are still the homeowner and currently reside at the same address, you do not need to renew your tax exemption, it will automatically be renewed.

If you sold your home and purchased a new home, you must re-file for a Senior Citizen Tax Exemption for the new property.

**West Contra Costa Unified School District
[Fiscal Year 2013-2014]**

APPLICATION FOR SENIOR CITIZEN PARCEL TAX EXEMPTION

To qualify for exemption from the parcel tax during any tax year (July 1 – June 30), you must be age 65 by July 1 of any applicable year, be the owner of the parcel, and use the parcel as your principal place of residence. If you believe you will qualify for this exemption, please complete and return this form to the SCI Consulting Group, Attn: WCCUSD Exemption, 4745 Mangels Blvd, Fairfield, CA 94534, by June 30, 2013.

NAME _____

ADDRESS _____

TELEPHONE NUMBER _____

Is the address your principal place of residence? YES _____ NO _____

BIRTHDATE _____

Executed on _____, _____, at _____, California.
 month, day year city

I declare under penalty of perjury the foregoing is true and correct.

Signature of Applicant or Designee

If you have questions about this form, please call SCI Consulting Group, @ 1-800 273-5167.

Office Use Only:

ASSESSOR'S PARCEL NUMBER (APN#) _____

Residence Verification

___ Utility Bill
___ Tax Bill

Birthdate Verification

___ Driver's License or
DMV Identification Card
___ Birth Certificate
___ Passport
___ Medicare Card

Ownership Verification

___ Tax Bill