

OFFICE OF THE  
CLAY COUNTY PROPERTY APPRAISER  
ROGER A. SUGGS, CFA, AAS

## **EXEMPTION INFORMATION**



**Roger A. Suggs, CFA, AAS**  
Clay County Property Appraiser

Mr. Suggs has worked in the Assessment/Appraisal field for more than 28 years. He took the oath of office for the position of Clay County Property Appraiser on January 6, 2009. He has a Bachelor Degree in Business Administration with a specialty in Management and is a State-Certified General Appraiser.

**Deadline to file is  
March 1st**

### **Available Property Tax Exemptions and How to Qualify for Them**

#### ***What is homestead exemption?***

Under the Florida Constitution, qualified residents may receive an exemption that reduces the taxable value of their property by as much as \$50,000.

#### ***Who qualifies for homestead exemption?***

Florida residents who have legal or equitable title to property, occupy the home, and have the intention of making the property their permanent residence as of January 1, are eligible for homestead exemption.

#### ***Do I have to be a U.S. Citizen?***

Yes, except resident aliens and residents permanently residing in the United States under color of law.

#### ***When do I apply?***

You are urged to file as soon as possible once you own and occupy the residence. First time applicants must file before the deadline of March 1, for the tax year in which they wish to apply.

#### ***What if I miss the deadline?***

Missing the March 1 filing deadline

waives your right to the privilege of homestead exemption until the following year. However, if you missed the deadline due to "extenuating circumstance", you should contact our office for further information.

#### ***Do I need to apply for homestead exemption every year?***

If you received a homestead exemption last year and still own and occupy that residence with the intention of making it your permanent home, your exemption application will be renewed automatically. A renewal notice will be mailed to you in early January. It is your responsibility to notify the Property Appraiser if your eligibility for the homestead exemption has changed.

#### ***Can homestead exemption be transferred?***

No. You must make a new application every time you establish a new residence. Title and residency as of January 1, determine your eligibility

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### **Important Information for New Home Owners**

The initial application for Homestead Exemption should be made, **ON OR BEFORE MARCH 1st FOR THE TAX YEAR IN WHICH YOU WISH TO QUALIFY.**

The Property Appraiser's Office accepts the following forms of identification as proof of residency:

- Valid State of Florida Drivers License or Florida Identification Card

- Voter Registration Card
- Current State of Florida Vehicle Registration

*\* Identification used for proof of residency should show the same address as the property to be homesteaded.*

***You may apply at the following locations:***

#### **Main Office**

**477 Houston Street, 2nd Floor,  
Administration Building  
Green Cove Springs, FL 32043  
(904) 284-6305  
Fax: (904) 284-2923**

#### **Orange Park Office**

**1518 Park Avenue  
Orange Park, FL 32073  
(904) 541-5332**

**Deadline to file is  
March 1st**

## Available Property Tax Exemptions and How to Qualify for Them *(Continued)*



*Each time you change your primary residence you must file for a Homestead Exemption as the new owner.*

for homestead exemption. The exemption on your property when you purchased it, is not yours and is not transferrable to you.

### **What is Portability?**

Portability provides for the transfer of accumulated Save-Our-Homes benefit. Homestead property owners will be able to transfer their Save-Our-Homes benefit to a new homestead within two years of relinquishing their previous homestead.

### **What other exemptions are available?**

- Additional \$50,000 Homestead for Persons 65 and Older

- \$500 Exemption for Blind Persons
- \$500 Widows/Widowers Exemption
- \$500 Disability Exemption
- \$5,000 Veterans Disability Exemption
- Service-Connected Total and Permanently Disability Exemption
- Exemption for Totally and Permanently Disabled Persons
- Exemption for Disabled Veterans Confined to Wheelchairs

**To learn more about tax savings from the \$50,000 Homestead Exemption, the Senior's \$50,000 Additional Exemption or the \$5,000 Veterans Disability and others, please visit us on the web at [www.ccpao.com](http://www.ccpao.com)**

## Additional exemptions available...

In addition to homestead and homestead related exemptions, there are others that have been provided for by Florida Statute. Some of those exemptions are as follows:

- Religious, Literary, Scientific or Charitable Exemption
- Hospitals, Nursing Homes and Homes for Special Services
- \$25,000 Exemption for Tangible Personal Property
- Exemption for Disabled Ex-Service Member or Surviving Spouse
- Charter School Facilities Exemption

There are also **reductions** available as well. Those are:

- Homestead Property Tax Discount for Veterans age 65 and Older with Combat Related Disability
- Agricultural Classification of Lands
- Assessment Reduction for Living Quarters of Parents or Grandparents.

## What forms do I need and where can I get them?

Most of the exemptions can be applied for using the form DR-501 Exemptions Application. The remainder of the exemptions, portability transfers and classifications each have a specific form. Those forms are available on our website.

Go to our website at [www.ccpao.com](http://www.ccpao.com), select "Forms Download", then

select the form you need. This will direct you to the title of the form (which is also a download link) and a brief description of the qualifications and appropriate use of that form. When you click on the title or link, an adobe acrobat session will open and the document will then be available for you to complete online,

print, sign and mail to this office. Be certain to include any supporting documents that are required or it could slow the processing of your application.

Tangible Personal Property forms for online filing, electronic filing agreement, change of business status and present worth tables are also available online.



For more information on exemptions, forms, data and more, visit us on the web!