

2 Application and Processing Fees

3A _____ Total Units in this Property Number that you own. (If you own the Apartment complex, how many units are in it? Ex:8 units, 100 units, etc.)

3B _____ Total **Qualifying** Units claimed for Tax Abatement.
Application Fee: **\$75.00** for each qualifying **unit** under this PIN, payable to "DuPage Housing Authority".

3C _____ # Qualifying Units Claimed (Line 3B) x **\$75** = \$ _____ (Check No. _____)

(NOTE: IF RECEIVED AFTER DECEMBER 2, 2024, **DuPage/Will** FEE IS \$125 PER UNIT, **Kane County** last day for applications is Dec. 2, 2024)

3 Applicant Certifications

4A Under **penalty of perjury**, the applicant certifies by signature below that **all** information on this application is correct and that:

1. Applicant is the legal owner(s) or legal representative(s) of the owner for the property for which I/we are applying for the HCV Property Tax Abatement Landlord Savings Program.
2. All units listed on Line 3B were leased to an HCV Voucher Holder on **January 1, 2024**.
3. All HCV units on this property are in compliance with the Housing Quality Standards (HQS), local building codes and DHA Program Rules.

4B Applicant's Signature _____ Date _____

4C Subscribed and sworn before me this _____ day of _____, 20 _____

City/Village of _____ County of _____ State of _____

Signature of the Notary Public (SEAL)

DEADLINES

KANE COUNTY: Final deadline is December 2, 2024. No late applications accepted.

DUPAGE AND WILL COUNTIES: Final deadline is Dec. 13, 2024. No late applications accepted.

LATE PENALTY: To avoid a late penalty, this application must be received by **December 2, 2024**. Applications received after Dec. 2, 2024 are charged **\$125 per unit** (not per PIN).

For additional information, visit dupagehousing.org.

Questions may be emailed to the DuPage Housing Authority at HAPBilling@dupagehousing.org

Subject Line: Property Tax Abatement Program

Mail application and check

to: DuPage Housing Authority
Attention: Property Tax
Abatement Program
711 E. Roosevelt Road
Wheaton, IL 60187

INSTRUCTIONS FOR FILLING OUT APPLICATION

PART 1 LANDLORD / OWNER INFORMATION

1A Property Owner/Taxpayer of Record - The name of a person/legal entity/business that owns the units or building. If the Applicant/Owner are the same, write "Same as applicant" across these lines.

1B Applicant Name/Mailing Address of the person submitting this application.

1C Landlord's Housing Authority - Aurora Housing Authority has contracted with DHA to administer the Tax Abatement Program. Please X in front of the Housing Authority from which your HCV tenant holds a Voucher, either DHA or AHA.

PART 2 QUALIFYING TENANT / PROPERTY IDENTIFICATION

Is Your Property Eligible? Some properties will not qualify because they are located in an ineligible Township or Census Tract. The unit must have passed the most recent inspection and compliant with local building codes. The owner must not have outstanding indebtedness to the Authority or have been involved with any criminal activities concerning the HCV program

Do not submit an application if your unit's Township OR Census Tract is listed as ineligible.

2A Your property's County and Township.

2B Your property's Census Tract number. 1 Go to <http://geocoding.geo.census.gov>

2. Under "Find Geographies Using", click on "address" and type in the address and hit "Find". 3. Scroll down to the bottom where it says "Tract". Use that number.

2C HCV Holder - Name of the Voucher tenant occupying the Owner's unit on 1/1/2024.

2D Complete address of the unit the tenant lived in on 1/1/2024.

2E PIN (Parcel Index Number) Landlords in DuPage/Kane Counties use the 10-digit PIN listed on their latest tax bill. Landlords in Will County use the 16-digit PIN listed on their latest tax bill. **Submit one application for each PIN.**

PART 3 APPLICATION AND PROCESSING FEES

3A Total Units you **own under this PIN**. For multi-unit properties, report only the number of units you own under the application's PIN. Do not count units owned by others at the same address.

3B Total qualifying units you leased to HCV Holders on 1/1/2024 under this PIN. You may report up to 2 qualifying units per PIN, or 20% of the total units you own under this PIN, whichever is greater. To report 3 qualifying units, for instance, you would need to own 15 total units under this pin ($20\% \times 15 = 3$).

3C The application fee equals \$75 X the number of qualifying units you list for 3B. Make checks payable to "DuPage Housing Authority", even those submitted by Aurora Housing Authority Landlords. NOTE: There is a \$50 late fee per unit for DuPage/Will applications received after December 2, 2024, for a total fee of \$125 per unit. Kane County deadline is Dec. 2, 2024 (no late applications accepted). Your canceled check is your receipt.

Your abatement will be shown on your property tax bill. Applications must be submitted annually.

PART 4 APPLICANT CERTIFICATIONS

4A The applicant must certify that all 3 statements are correct by signing on line 4B.

4B The applicant's legal signature and date of signature.

4C All applications must be notarized before processing.

2024 Non-Eligible Townships and Census Tracts

Do not submit application if your unit's Township OR Census Tract appears below

DUPAGE COUNTY

NON-QUALIFY TOWNSHIPS

Wayne (PIN prefix 01), Bloomingdale (PIN prefix 02), Winfield (PIN prefix 04)

NON-QUALIFYING CENSUS TRACTS

8400	8401.04	8403.03	8407.04	8409.04	8411.02	8411.08	8411.09
8412.08	8412.10	8413.12	8413.13	8413.23	8414.01	8415.01	8416.03
8416.07	8417.06	8417.07	8417.08	8426.04	8427.10	8431	8436.01
8443.06	8443.08	8443.10	8445.02	8449.02	8450	8451	8455.06
8457.04	8458.03	8461.02	8463.08	8463.12	8464.05	8465.04	8465.13
8465.15	8466.03						

KANE COUNTY

NON-QUALIFY TOWNSHIPS

Aurora, Elgin

NON-QUALIFYING CENSUS TRACTS

8503.01	8503.02	8504	8507.04	8508	8511.01	8511.02	8513.01
8513.02	8514	8516	8519.04	8529.04	8529.05	8529.06	8529.07
8530.04	8530.07	8530.08	8531	8532	8534.01	8534.02	8535
8536.02	8539	8540.02	8541	8542	8544.03	8545.08	8546
8547	8549						

WILL COUNTY

NON-QUALIFY TOWNSHIPS

Crete, Joliet, Lockport, Monee, Peotone,
Plainfield, Washington, Wesley, Will,
Wilmington

NON-QUALIFYING CENSUS TRACTS

8801.05	8801.07	8801.11	8801.12	8801.13	8805.10	8807.01	8807.02
8809.05	8811.07	8812.01	8812.02	8813.01	8813.02	8814.01	8814.02
8815	8816.01	8816.03	8816.04	8818	8819	8820	8821
8822	8824	8825	8826.01	8826.02	8828.01	8828.02	8829
8831	8834.02	8836.02	8836.03	8837	8838.03	8838.08	8838.09
8840.04	8840.05	9800					