

**APPLICATION FOR SPECIAL ASSESSMENT AS LEGAL RESIDENCE (4%)**  
**YORK COUNTY ASSESSOR'S OFFICE**  
**POST OFFICE BOX 57**  
**YORK, SC 29745**  
**TELEPHONE: (803) 684-8526**

**IMPORTANT: SEE REVERSE SIDE FOR FILING QUALIFICATIONS AND ADDITIONAL FILING INSTRUCTION**

Property Owner \_\_\_\_\_ Social Security # \_\_\_\_\_  
 Spouse (must be completed, if  
 legally married) \_\_\_\_\_ Social Security # \_\_\_\_\_

Location of the property and/or legal description for legal residence: \_\_\_\_\_

Tax map #: \_\_\_\_\_ School district: \_\_\_\_\_ Total number of acres: \_\_\_\_\_  
 Tax year: \_\_\_\_\_

*South Carolina Law provides for a Four Percent (4%) Assessment Ratio on owner occupied legal residences, however, the owner **must file an application before the first penalty date for taxes due (by January 15<sup>th</sup>)***

**ALL QUESTIONS MUST BE ANSWERED BEFORE APPLICATION CAN BE PROCESSED**

**Note: If more than one legal residence on the property, individual application form is needed for each one.**

1. Mailing address if different from above: \_\_\_\_\_
  2. Type of residence: ( ) Single family ( ) Duplex ( ) Townhouse ( ) Condo ( ) Mobile home  
 For single family, duplex, townhouse and condo, tax map number \_\_\_\_\_  
 For mobile home a) Mobile home decal # \_\_\_\_\_  
 b) Do you own the land that the mobile home is on? ( ) No ( ) Yes – tax map # \_\_\_\_\_
  3. Did you receive 4% special assessment on other properties? ( ) No ( ) Yes If yes, where? \_\_\_\_\_
- Has it been sold? ( ) No ( ) Yes If sold, when? \_\_\_\_\_
4. If the property is held in trust, is the property occupied as a residence by the income beneficiary of the trust? ( ) No ( ) Yes
  5. Do you own the property at the time of application? ( ) No ( ) Yes
  6. Photocopy of South Carolina Vehicle(s) Registration and South Carolina Driver's License are required for eligibility of the 4% special assessment ratio, both items are needed from you and your spouse. (Note: if drivers license does not show current address for which you are applying for, please submit copy of DMV address change form on the back of license).

"Under penalty of perjury, I certify that: the residence which is the subject of this application is my legal residence and where I am domiciled; and that neither I nor any other member of my household own any other residence in South Carolina which currently receives the owner-occupant four percent assessment ratio."

\_\_\_\_\_  
 Owner / agent signature                      Daytime phone #                      Date

\_\_\_\_\_  
 Agent name and relationship to owner                      Daytime phone #                      Date

Agent mailing address \_\_\_\_\_

**PLEASE RETAIN A COPY FOR YOUR FILES**

## APPLICATION FOR SPECIAL ASSESSMENT AS LEGAL RESIDENCE (4%)

### South Carolina Code of Law, Section 12-43-220 (c)

(1) The legal residence and not more than five acres contiguous thereto, when owned totally or in part in fee or by life estate and occupied by the owner of the interest, and additional dwellings located on the same property and occupied by immediate family members of the owner of the interest, are taxed on an assessment equal to four percent of the fair market value of the property. If residential real property is held in trust and the income beneficiary of the trust occupies the property as a residence, then the assessment ratio allowed by this item applies if the trustee certifies to the assessor that the property is occupied as a residence by the income beneficiary of the trust. When the legal residence is located on leased or rented property and the residence is owned and occupied by the owner of a residence on leased property, even though at the end of the lease period the lessor becomes the owner of the residence, the assessment for the residence is at the same ratio as provided in this item. If the lessee of property upon which he has located his legal residence is liable for taxes on the leased property, then the property upon which he is liable for taxes, not to exceed five acres contiguous to his legal residence, must be assessed at the same ratio provided in this item. If this property has located on it any rented mobile homes or residences which are rented or any business for profit, this four percent value does not apply to those businesses or rental properties. For purposes of the assessment ratio allowed pursuant to this item, a residence does not qualify as a legal residence unless the residence is determined to be the domicile of the owner-applicant.

(2)(i) To qualify for the special property tax assessment ratio allowed by this item, the owner-occupant must have actually owned and occupied the residence as his legal residence and been domiciled at that address for some period during the applicable tax year. A residence which has been qualified as a legal residence for any part of the year is entitled to the four percent assessment ratio provided in this item for the entire year, for the exemption from property taxes levied for school operations pursuant to Section 12-37-251 for the entire year, and for the homestead exemption under Section 12-37-250, if otherwise eligible, for the entire year.

(ii) This item does not apply unless the owner of the property or the owner's agent applies for the four percent assessment ratio before the first penalty date for the payment of taxes for the tax year for which the owner first claims eligibility for this assessment ratio. In the application the owner or his agent must certify to the following statement:

"Under penalty of perjury I certify that:

(A) the residence which is the subject of this application is my legal residence and where I am domiciled; and

(B) that neither I nor any other member of my household is residing in or occupying any other residence in South Carolina which I or any member of my immediate family has qualified for the special assessment ratio allowed by this section."

(iii) For purposes of subitem (ii)(B) of this item, "a member of my household" means:

(A) the owner-occupant's spouse, except when that spouse is legally separated from the owner-occupant; and

(B) any child of the owner-occupant claimed or eligible to be claimed as a dependent on the owner-occupant's federal income tax return.

(iv) In addition to the certification, the burden of proof for eligibility for the four percent assessment ratio is on the owner-occupant and the applicant must provide proof the assessor requires including, but not limited to:

(A) a copy of the owner-occupant's most recently filed South Carolina individual income tax return;

(B) copies of South Carolina motor vehicle registrations for all motor vehicles registered in the name of the owner-occupant;

(C) other proof required by the assessor necessary to determine eligibility for the assessment ratio allowed by this item. If the assessor determines the owner-occupant ineligible, the six percent property tax assessment ratio applies and the owner-occupant may appeal the classification as provided in Chapter 60 of this title.

(v) A member of the armed forces of the United States on active duty who is a legal resident of and domiciled in another state is nevertheless deemed a legal resident and domiciled in this State for purposes of this item if the members permanent duty station is in this State. A copy of the member's orders filed with the assessor is considered proof sufficient of the member's permanent duty station.

(vi) No further applications are necessary from the current owner while the property for which the initial application was made continues to meet the eligibility requirements. If a change in ownership or use occurs, the owner who had qualified for the special assessment ratio allowed by this section shall notify the assessor of the change in classification within six months of the change. Another application is required by the new owner to qualify the residence for future years for the four percent assessment ratio allowed by this section.

(vii) If a person signs the certification, obtains the four percent assessment ratio, and is thereafter found not eligible, or thereafter loses eligibility and fails to notify the assessor within six months, a penalty is imposed equal to one hundred percent of the tax paid, plus interest on that amount at the rate of one-half of one percent a month, but in no case less than thirty dollars nor more than the current year's taxes. This penalty and any interest are considered ad valorem taxes due on the property for purposes of collection and enforcement.

(viii) Failure to file within the prescribed time constitutes abandonment of the owner's right for this classification for the current tax year, but the local taxing authority may extend the time for filing upon a showing satisfactory to it that the person had reasonable cause for not filing before the first penalty date.

(3) Notwithstanding any other provision of law, a taxpayer may apply for a refund of property taxes overpaid because the property was eligible for the legal residence assessment ratio. The application must be made in accordance with Section 12-60-2560. The taxpayer must establish that the property in question was in fact his legal residence and where he was domiciled. A county council, by ordinance, may allow refunds for the county government portion of property taxes for such additional past years as it determines advisable.

(4) A legal residence qualifying for the four percent assessment ratio provided by this item must have an assessed value of not less than one hundred dollars.

[Subparagraph (5) effective for property tax years beginning after 1998.]

(5) To qualify for the four percent assessment ratio, the owner-occupant of a legal residence that is being purchased under a contract for sale or a bond for title must record the contract for sale or the bond for title in the office of the register of mesne conveyances or the clerk of court in those counties where the office of the register of mesne conveyances has been abolished. For purposes of this subsection, a contract for sale or a bond for title is the sale of real property by a seller, who finances the sale and retains title to the property solely as security for the debt.