



Millbrae School District
 555 Richmond Drive, Millbrae, CA 94030
 650-697-5693 • 650-697-6865 (fax) • <http://www.millbraeschooldistrict.org>

DEBRA FRENCH
 Superintendent

DR. MARIA C. SANTA CRUZ
 Chief Business Official

TARA KEITH
 Director of Student Services

APPLICATION FOR PARCEL TAX MEASURE N EXEMPTION OWNER RECEIVING SUPPLEMENTAL SECURITY INCOME FOR A DISABILITY or SOCIAL SECURITY DISABILITY INSURANCE BENEFITS for FISCAL YEAR 2021-2022

DUE NO LATER THAN JUNE 30, 2021

For new applicant - to qualify for exemption from the Millbrae Elementary School District \$97.00 parcel tax during any tax year (July 1 – June 30), you must be receiving Supplemental Security Income (SSI) for a disability or Social Security Insurance benefits, you are the owner of a parcel within the Millbrae Elementary School District, and that parcel is your principal residence. You must own and live in your home as of July 1 of the year the tax is due. Along with this application form, you must include copies of the following documents:

1. Benefits Verification Letter issued by the Social Security Administration receiving Supplemental Income for disability. This letter is obtained by going online at <https://www.ssa.gov/> by calling the Social Security Administration Office at 1-800-772-1213 or by visiting a local Social Security Administration Office.
2. One proof of residence (copy of driver's license or any copy of utility bill- PG&E/Phone/Water/Cable/Trash Bill)
3. One proof of ownership (copy of property tax bill or tax bill w/homeowner's exemption)
<http://www.sanmateocountytaxcollector.org/SMCWPS/pages/secureSearch.jsp>

If you believe you qualify for this exemption, please mail, fax or bring this completed application along with the requested documents to Millbrae Elementary School District office located at 555 Richmond Drive, Millbrae, CA 94030 by **June 30, 2021**.

Assessor's Parcel Number (APN#) (as it appears on property tax bill)	
Name (as it appears on property tax bill)	
Address	
Birthdate	
Telephone Number	
Email Address	

- I certify that I reside at the above address and the above information is accurate.
- I certify that I have been determined to be appropriately disabled by the Social Security Administration and receive Supplemental Security income as a result.

X _____
 Signature of Applicant _____
 Date

OFFICE USE ONLY:
 Comments: _____ Verified By/Date _____

BOARD OF TRUSTEES
 FRANK BARBARO DENIS FAMA LYNNE FERRARIO MAGGIE MUSA D. DON REVELO

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**APPLICATION INSTRUCTIONS FOR PARCEL TAX MEASURE N EXEMPTION
OWNER RECEIVING SUPPLEMENTAL SECURITY INCOME FOR A DISABILITY or SOCIAL SECURITY
DISABILITY INSURANCE BENEFITS for FISCAL YEAR 2020-2021**

- 1) If you meet any of the following criteria, you may apply for an exemption from the Measure N parcel tax on a parcel of real property you own by submitting this application with the requested documentation:
 - For information regarding the annual Secured Property Tax bills, please check with the County of San Mateo County Tax Office website at: <http://www.sanmateocountytaxcollector.org/SMCWPS/pages/secureSearch.jsp>
 - You receive Supplemental Security Income for a disability, regardless of age, and you occupy the parcel as your principal residence ("SSI Exemption"); or
 - You receive Social Security Disability Insurance benefits, regardless of age, your yearly income does not exceed 250 percent of the 2012 federal poverty guidelines issued by the United States Department of Health and Human Services, and you occupy the parcel as your principal residence ("SSDI Exemption").
- 2) The District must receive the Exemption Application **by June 30, 2020** in order for you to qualify for the exemption for the following year.
- 3) **YOU ONLY NEED TO APPLY ONE TIME FOR THE MEASURE 'N' EXEMPTION.** Once your application is approved, you will receive the exemption for the entire term of the parcel tax so long as you remain eligible. However, if you are granted an exemption, from time-to-time, the District may ask you to verify your eligibility.
- 4) Please send completed Exemption Applications **AND** required documentation by using one of the following methods:

Option A: Mail (preferred method)	Millbrae School District Attn: Business Services/Parcel Tax Exemption 555 Richmond Drive Millbrae, CA 94030
Option B: Fax	(650) 697-6865
Option C: Email	MeasureNexemption@millbraesd.org
Option D: In person (by appointment only)	Millbrae School District Office 555 Richmond Drive As of July 1, 2020. Please call Angela Smith at (650) 697-5693 ext. 012 to make an appointment.

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