



**NEW YORK STATE DEPARTMENT OF TAXATION & FINANCE
OFFICE OF REAL PROPERTY TAX SERVICES**

**REQUEST FOR MAILING OF NOTICE TO A THIRD PARTY
REGARDING SENIOR CITIZENS EXEMPTION**

INSTRUCTIONS: A person eligible for the senior citizens exemption (per section 467 of the Real Property Tax Law) may use this form to request that a notice be sent to an adult third party to assist the senior citizen fulfill the eligibility requirements regarding the exemption.

This form must be submitted to the **assessor of the assessing unit** in which the senior citizen resides no later than 60 days before the taxable status date in your municipality.

**THIS SECTION TO BE COMPLETED BY
RECIPIENT OF THE SENIOR CITIZENS EXEMPTION**

1. _____
Your Name

2. _____
Mailing Address

_____ Zip Code

3. _____
Property Identification No. (see tax bill or assessment roll)

I request that a notice be mailed to the person whom I have designated below. In making this request I understand that no state or local government employee has any liability if for any reason the notice is not mailed to or not received by my designee.

4. _____
Signature Date

THIS SECTION TO BE COMPLETED BY THIRD PARTY

1. _____
Third Party Name

2. _____
Mailing Address

_____ Zip Code

3. _____
Day Telephone No. Evening Telephone No.

4. _____
Third Party Signature Date