Affidavit for *Active Duty Military* Special Assessment as Legal Residence

Richland County Assessor's Office
PO Box 192
Columbia, SC 29202
803-576-2640
803-576-2681 Fax

Minimum **Required Documents to Consider Application**

1. Copy of Military ID
2. Copy of Military Orders
3. Copy of Leave and Earnings Statement (LES)
4. Verification of attempt to sell first residence (*If applicable)*

There are 2 Classifications:

1. Active Duty owning one (1) residence
2. Active Duty owning two (2) residences

Application Deadline:

May 15th **for each year claimed.**

Name and Mailing Address of Property Owner	Property Location and Legal Description

Tax Year

Be Sure to Complete the Portion that Pertains to Your Specific Situation.

1. **Active Duty Military with *One (1)* Residence-** This classification is for an active duty military that is currently receiving the special assessment as legal residence (4% ratio) on a property in Richland County and who has received orders (PCS) or a temporary duty assignment of at least one year. The service member is ***NOT*** eligible if he/she or their spouse is receiving this type of special assessment as legal residence on another property outside of South Carolina.

Have you received a new PCS or a temporary duty assignment of at least one year? Yes ☐ No ☐ **Report Date:** _____

Are you active duty military who only owns one (1) residence? Yes ☐ No ☐ *If you own more than one residence in SC,* ***stop*** *and go to number 2 below.*

Do you or your spouse (if applicable) receive a special assessment as a primary residence on another property you own in or out of SC? Yes ☐ No ☐

2. **Active Duty Military with *Two (2)* Residences-** This classification is for an active duty military who are currently receiving the special assessment as legal residence (4% ratio) on a property in Richland County and who has received orders (PCS) or a temporary duty assignment of at least one year. The service member is ***NOT*** eligible if he/she or their spouse is receiving the special assessment as legal residence on another property in South Carolina.

Have you received a new PCS or a temporary duty assignment of at least one year? Yes ☐ No ☐ **Report Date:** _____

Are you active duty military who owns two (2) residences in South Carolina? Yes ☐ No ☐

Property Address in Richland County: _____ Purchase Date (Mo/Yr): _____

Property Address of *NEW* home: _____ Purchase Date (Mo/Yr): _____

Is the property in Richland County currently listed for sale? Yes * ☐ No ☐ Listing Date: _____

∗ ***Proof of trying to sell your home that is located in Richland County within 30 days of the purchase of your new/second home is required and should be included.***

Owner Signature	Date	Soc. Sec # (required)	Home Phone	Daytime Phone
Owner, Spouse or Agent's Signature	**Date**	**Soc. Sec # (required)**	**Home Phone**	**Daytime Phone**

If agent signed for owner, please give relationship and mailing address: _____ _____
Relationship Mailing Address

1	2

Office Use Only

Tax Map Number _____