



# MCL 211.7u Poverty Exemption Taxpayer Fact Sheet

MCL 211.7u provides for a property tax exemption, in whole or part, for the principal residence of persons who, by reason of poverty, are unable to contribute to the public charges. For purposes of the poverty exemption, the term "principal residence" means how principal residence exemption and qualified agricultural property are defined in MCL 211.7dd. The exemption does not apply to property of a corporation. This Taxpayer Fact Sheet includes updates made to MCL 211.7u by Public Act 253 of 2020.

## How To Apply For The Poverty Exemption

To request a poverty exemption, a taxpayer must file:

1. Form 5737 *Application for MCL 211.7u Poverty Exemption*
2. Form 5739 *Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty*
3. All required additional documentation (such as federal/state income tax returns)

Forms 5737 and 5739, along with any additional documentation, must be filed with the local assessing unit where the property is located. **Do not file these forms with the Department of Treasury or the State Tax Commission.** The forms may be submitted to the local assessing unit on or after January 1 but before the day prior to the last day of the December Board of Review during the year in which the exemption is requested.

Taxpayers should contact the local assessing unit directly to verify deadline dates for submission of the forms to ensure the application gets reviewed by a Board of Review during that calendar year.

In addition to filing Forms 5737 and 5739 and any supporting documentation, a taxpayer must do all the following to be eligible for the poverty exemption:

1. Own and occupy the property as a principal residence.
2. Provide federal and state income tax returns for the current or immediately preceding year, including any property tax credits, for all persons **residing in the principal residence** (disclosure of the income of an owner who is not residing in the principal residence is not required). Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return. Instead, Form 4988, *Poverty Exemption Affidavit* may be filed for all persons residing in

the residence who were not required to file federal or state income tax returns in the current or immediately preceding year.

3. Produce a valid driver license or other form of identification, if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property, if requested.
5. Meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services or alternative guidelines adopted by the local assessing unit. The alternative guidelines cannot provide income eligibility requirements less than the federal guidelines.
6. Meet the asset level test adopted by the local assessing unit.

### **Appeal Rights**

An appeal of a decision of the March Board of Review is made by completing and submitting a petition to the Michigan Tax Tribunal no later than July 31 of the same year. A decision of the July or December Board of Review may be appealed by completing and submitting a petition to the Michigan Tax Tribunal within 35 days of the July or December Board of Review's decision. More information on how to file an appeal is available by contacting the Michigan Tax Tribunal. Information can also be viewed on the Michigan Tax Tribunal's website at <https://www.michigan.gov/taxtribunal>.

## Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

| <b>PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.</b>   |                  |   |   |                      |
|---|------------------|---|---|----------------------|
| Petitioner's Name   |                  |   | Daytime Phone Number                        |                      |
| Age of Petitioner   | Marital Status   | Age of Spouse                           | Number of Legal Dependents                  |                      |
| Property Address of Principal Residence   |                  | City                                    | State                                       | ZIP Code             |
| <input type="checkbox"/> Check if applied for Homestead Property Tax Credit   |                  | Amount of Homestead Property Tax Credit |   |                      |
| <b>PART 2: REAL ESTATE INFORMATION</b>  |                  |   |   |                      |
| List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting. |                  |   |   |                      |
| Property Parcel Code Number   |                  | Name of Mortgage Company                |   |                      |
| Unpaid Balance Owed on Principal Residence  | Monthly Payment  | Length of Time at this Residence        |   |                      |
| Property Description  |                  |   |   |                      |
| <b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>  |                  |   |   |                      |
| List information related to any other property owned by you or any member residing in the household.  |                  |   |   |                      |
| <input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.   |                  |   | Amount of Income Earned from other Property |                      |
| 1   | Property Address | City                                    | State                                       | ZIP Code             |
|   | Name of Owner(s) | Assessed Value                          | Date of Last Taxes Paid                     | Amount of Taxes Paid |
| 2   | Property Address | City                                    | State                                       | ZIP Code             |
|   | Name of Owner(s) | Assessed Value                          | Date of Last Taxes Paid                     | Amount of Taxes Paid |

| <b>PART 4: EMPLOYMENT INFORMATION — List your current employment information.</b>   |                          |                              |   |                            |                                |
|---|--------------------------|------------------------------|---|----------------------------|--------------------------------|
| Name of Employer  |                          |                              |   |                            |                                |
| Address of Employer   |                          | City                         | State   | ZIP Code                   |                                |
| Contact Person  |                          | Employer Telephone Number    |   |                            |                                |
| <b>PART 5: INCOME SOURCES</b>   |                          |                              |   |                            |                                |
| List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property. |                          |                              |   |                            |                                |
| <b>Source of income</b>   |                          |                              | <b>Monthly or Annual Income</b><br>(indicate which) |                            |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
| <b>PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION</b>   |                          |                              |   |                            |                                |
| List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.  |                          |                              |   |                            |                                |
| <b>Name of Financial Institution or Investments</b>   | <b>Amount on Deposit</b> | <b>Current Interest Rate</b> | <b>Name on Account</b>                              | <b>Value of Investment</b> |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
| <b>PART 7: LIFE INSURANCE — List all policies held by all household members.</b>  |                          |                              |   |                            |                                |
| <b>Name of Insured</b>  | <b>Amount of Policy</b>  | <b>Monthly Payments</b>      | <b>Policy Paid in Full</b>                          | <b>Name of Beneficiary</b> | <b>Relationship to Insured</b> |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |
| <b>PART 8: MOTOR VEHICLE INFORMATION</b>  |                          |                              |   |                            |                                |
| All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.  |                          |                              |   |                            |                                |
| <b>Make</b>   | <b>Year</b>              | <b>Monthly Payment</b>       | <b>Balance Owed</b>                                 |                            |                                |
|   |                          |                              |   |                            |                                |
|   |                          |                              |   |                            |                                |

**PART 9: HOUSEHOLD OCCUPANTS** — List all persons living in the household.

| First and Last Name | Age | Relationship to Applicant | Place of Employment | \$ Contribution to Family Income |
|---------------------|-----|---------------------------|---------------------|----------------------------------|
|                     |     |                           |                     |                                  |
|                     |     |                           |                     |                                  |
|                     |     |                           |                     |                                  |
|                     |     |                           |                     |                                  |
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|                     |     |                           |                     |                                  |
|                     |     |                           |                     |                                  |
|                     |     |                           |                     |                                  |

**PART 10: PERSONAL DEBT** — List all personal debt for all household members.

| Creditor | Purpose of Debt | Date of Debt | Original Balance | Monthly Payment | Balance Owed |
|----------|-----------------|--------------|------------------|-----------------|--------------|
|          |                 |              |                  |                 |              |
|          |                 |              |                  |                 |              |
|          |                 |              |                  |                 |              |
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|          |                 |              |                  |                 |              |
|          |                 |              |                  |                 |              |
|          |                 |              |                  |                 |              |

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

|                         |                         |                                 |                  |
|-------------------------|-------------------------|---------------------------------|------------------|
| Heating                 | Electric                | Water                           | Phone            |
| Cable                   | Food                    | Clothing                        | Health Insurance |
| Garbage                 | Daycare                 | Car Expense (gas, repair, etc.) |                  |
| Other (type and amount) | Other (type and amount) | Other (type and amount)         |                  |
| Other (type and amount) | Other (type and amount) | Other (type and amount)         |                  |

**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

#### **PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

#### **PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

|              |           |      |
|--------------|-----------|------|
| Printed Name | Signature | Date |
|              |           |      |

**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
PO Box 30232  
Lansing MI 48909

Phone: 517-335-9760  
E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

***Attach a copy of 1040 federal or state income tax return for each person residing in the homestead, if filed for the current or preceding year. If you are not required to file a federal or state income tax return, you must sign a Poverty Exemption Affidavit. Failure to supply these documents could be an automatic denial of the application.***

**THORNAPPLE TOWNSHIP**

**POVERTY INCOME AND ASSET TEST GUIDELINES**

**Adopted by Township Board on January 22, 2025**

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 5) The adopted guidelines shall not be set lower than the federal poverty income standards as defined and determined annually by the United States Office of Management and Budget.
- 6) The application for an exemption shall be filed after January 1, but before the day prior to the last day of board of review.
- 7) Meet additional eligibility requirements as determined by the Township Board including: Asset ceiling to include one residence, two cars, one recreational vehicle, intangible assets, and savings less than \$5,000.00.

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**POVERTY INCOME and ASSETS STANDARD**

The following are the 2025 federal poverty guideline (at 125%) for use in setting poverty income and asset test standards for Thornapple Township applicants.

| <b>Size of Family Household</b> | <b>Maximum Total Income (Federal)</b> | <b>Maximum Total Income (Township)</b> |
|---------------------------------|---------------------------------------|--|
| <u>1</u>                        | <u>\$15,060</u>                       | <u>\$18,825.00</u>                     |
| <u>2</u>                        | <u>\$20,440</u>                       | <u>\$25,550.00</u>                     |
| <u>3</u>                        | <u>\$25,820</u>                       | <u>\$32,275.00</u>                     |
| <u>4</u>                        | <u>\$31,200</u>                       | <u>\$39,000.00</u>                     |
| <u>5</u>                        | <u>\$36,580</u>                       | <u>\$45,725.00</u>                     |
| <u>6</u>                        | <u>\$41,960</u>                       | <u>\$52,450.00</u>                     |
| <u>7</u>                        | <u>\$47,340</u>                       | <u>\$59,125.00</u>                     |
| <u>8</u>                        | <u>\$52,720</u>                       | <u>\$65,900.00</u>                     |
| <u>Each additional person</u>   | <u>\$5,380</u>                        | <u>\$6,725.00</u>                      |

*See Poverty Income Guidelines and Asset Test on reverse side.*

**Thornapple Township Poverty Exemptions**

**TEST 1: Poverty Income Guidelines**

According to the U.S. Census Bureau, “income” includes:

- Money, wages and salaries before any deductions.
- Net receipts from nonfarm self-employment. (These are receipts from a person’s own business, professional enterprise, or partnership, after deductions for business expenses.
- Net receipts from farm self-employment. (With the same provisions as above).
- Regular payments from Social Security, railroad retirement, unemployment, worker’s compensation, veterans’ payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, government pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

**TEST 2: Asset Test**

**(If the applicant meets poverty income guidelines)**

The value of the principal residence (home) does NOT have to be considered in the applicant’s list of assets.

Listed below are possible examples of assets:

- A second home
- Land
- Vehicles
- Recreational vehicles (campers, motorhomes, boats, ATVs, snowmobiles, etc.)
- Buildings, other than the residence
- Jewelry
- Antiques
- Artwork
- Equipment
- Other personal property of value
- Money received from sale of property such as stocks, bonds, a house, or a car
- Withdrawals of bank deposits and borrowed money



## Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

**INSTRUCTIONS:** When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, \_\_\_\_\_, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Making Affidavit

\_\_\_\_\_  
Date

## Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

|   |      |   |          |
|---|------|---|----------|
| <b>PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.</b>   |      |   |          |
| Owner Name  |      | Owner Telephone Number                                  |          |
| Mailing Address   | City | State   | ZIP Code |
| <b>PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)</b>   |      |   |          |
| Legal Designee Name   |      | Daytime Telephone Number                                |          |
| Mailing Address   | City | State   | ZIP Code |
| <b>PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.</b>   |      |   |          |
| City or Township (check the appropriate box and enter name)<br><input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village   |      | County  |          |
| Name of Local School District   |      |   |          |
| Parcel Identification Number  |      | Year(s) Exemption Previously Granted by Board of Review |          |
| Homestead Property Address  | City | State   | ZIP Code |
| <b>PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)</b>   |      |   |          |
| <input type="checkbox"/> I own the property in which the exemption is being claimed.<br><input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.<br><input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits. |      |   |          |
| <b>PART 5: CERTIFICATION</b>  |      |   |          |
| I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.   |      |   |          |
| Owner or Legal Designee Name (print)  |      | Signature of Owner or Legal Designee                    | Date     |
| <b>Designee must attach a letter of authority.</b>  |      |   |          |
| <b>LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)</b>   |      |   |          |
| <input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)  |      | Tax Year(s) exemption will be posted to tax roll        |          |
| <b>CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.</b>  |      |   |          |
| Assessor Signature  |      | Date Certified by Assessor                              |          |