

Ada Township
7330 Thornapple River Dr.
Ada, MI 49301

Required Documents

Hardship Exemption applicants shall submit **COPIES** of the documents listed below in order to be considered for eligibility. Please attach these **COPIES** to your application.

1. Federal Income Tax Return – 1040, 1040a, OR 1040 EZ
2. Michigan Income Tax Return – MI 1040, MI-1040A, MI 1040 EZ
3. Senior Citizens Homestead Property Tax Form MI1040DR-1
4. General Homestead Property Tax Claim MI-1040-4
5. Bank Statements for all accounts for the prior three (3) months
6. Treasury Form 4988 (Affidavit) for all persons residing in the house who were not required to file Federal or State income tax returns in the current or immediately preceding year
7. Employer's Name and address
8. State of Michigan Drivers' License
9. Evidence of income of ALL Persons Living in the Home:
 - ADC Budget Letter
 - Pension Benefits
 - Social Security Statement
 - Alimony
 - Child Support
 - FIP
 - DHS
 - Disability
 - Workers' Compensation
 - Other Income
 - W-2 (Wages under \$5,000)

The attached application must be filled out carefully and completely. All information supplied will be kept confidential. All asset information, as requested in the Application for Property Tax Exemption **MUST** be completed in total. Failure to complete the application and provide supporting documentation may result in a denial of the hardship exemption. The Board of Review may request additional information and verification of assets if they determine it to be necessary.