

CITY OF KEEGO HARBOR
BOARD OF REVIEW 2016
Application Deadline September 1, 2016

THE FOLLOWING DOCUMENTS ARE REQUIRED:

Active Recorded Deed for primary residence identifying all owners and partial owners of the subject property:

In addition, the following information must be submitted for ALL persons residing in the subject property and/or listed on deed:

1. Application
2. Copy of completed and signed 2014 and 2015 Federal Income Tax Returns for all owners including:
 - a. Proof of gross annual income from all sources.
 - b. W-2 Form, if applicable
 - c. Social Security Statement (SSA-1099)
 - d. All Federal Return attachments (including schedules A, B, C, D, & E)
3. Copy of completed and signed 2014 and 2015 Michigan Income Tax Returns including:
 - a. Homestead Property Credit Form – MI 1040CR
 - b. Proof of gross annual income from all sources including Social Security
 - c. All required attached schedules
4. Four (4) months of complete unaltered consecutive bank statements from 2015. Statements must include all pages and show all Social Security deposits and automatic withdrawals for all owners and residents.
5. Signed waiver of Confidentiality (all Owners)
6. Signed Authorization to Verify Application and Inspect Property (all owners) (Page 5)
7. Picture I.D.: (Drivers License; State I.D.) for primary applicant
 - All owners of the subject property are to be included in the application process: (i.e. tax returns)
 - Primary Applicant must be Keego Harbor resident for least three (3) years.
 - Primary applicant may not own any other real estate.