



STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE  
**PROPERTY TAX EXEMPTION  
APPLICATION FOR INDIVIDUALS**

**PT-401-I**  
(Rev. 2/1/16)  
7092

Mail to: South Carolina Department of Revenue, Government Services Division, PO Box 125, Columbia, SC 29214-0303

Year(s) Exemption Requested: \_\_\_\_\_

SSN: \_\_\_\_\_

Property Owner Name (applicant name if different): \_\_\_\_\_

SID #: \_\_\_\_\_  
Office Use Only

Mailing Address: \_\_\_\_\_  
Street State Zip

Telephone Number: \_\_\_\_\_

Exemption Section Requested (see instructions): \_\_\_\_\_

**COMPLETE ONLY THE APPLICABLE SECTION(S).**

**Section 1 – Real Property**

Separate applications must be filed for each parcel of real property. Please see instructions for documentation needed.

1. Date Real Property Acquired: \_\_\_\_\_

2. County Where Property is Located: \_\_\_\_\_

3. Physical Address of Property: \_\_\_\_\_  
Street City Zip Tax District

4. Are you applying for exemption on (check all that apply):  
 Land and Building       Building  
 Land                       Mobile Home

5. Fill out the applicable information:  
• Tax Map Number: \_\_\_\_\_      • Mobile Home Tax Map Number: \_\_\_\_\_  
• Number of Acres: \_\_\_\_\_      • Deed Book: \_\_\_\_\_  
• Mobile Home Permit Number: \_\_\_\_\_      • Page Number: \_\_\_\_\_

**Section 2 – Personal Property**

To apply for vehicle exemption, please complete the chart below. Please see instructions for documentation needed.

VEHICLE IDENTIFICATION NUMBER	TYPE	MAKE	YEAR	REGISTERED OWNER	COUNTY OF REGISTRATION

**Section 3 – Real Property Exemption Questions**

Please answer all questions completely and sign the statement below.

Did you file an individual income tax return with the South Carolina Department of Revenue?

Yes  No

If so, what name is on the return? \_\_\_\_\_

Explain the use of the property, land and buildings: \_\_\_\_\_

Do any other individuals, associations or corporations occupy or use any part of the claimed exemption that is listed on this application?

Yes  No

If so, explain circumstances: \_\_\_\_\_

Is any rent received for this property or any portion of this property?

Yes  No

If yes, from whom? \_\_\_\_\_

Do you lease or rent any property for which you are requesting an exemption?

Yes  No

If yes, from whom? \_\_\_\_\_

**Section 4 – Declaration of Owner or Owner's Agent**

Subject to penalty for perjury, I declare that I have examined this application, including enclosures and attachments (if any), and to the best of my knowledge and belief it is true, correct, and complete.

Signature \_\_\_\_\_ Date \_\_\_\_\_