



## **MILITARY PERSONNEL WITH HOMESTEAD EXEMPTION** ***(With PCS orders relocating away from Okaloosa County)***

Florida statutory law allows for active duty service members **currently receiving Homestead Exemption**, who receive PCS orders relocating them away from Okaloosa County, to continue to qualify for the homestead exemption, even if they elect to lease/rent their property. However there are eligibility requirements that must be met and an annual renewal process that must be completed for the duration of your relocation away from Okaloosa County.

### **ELIGIBILITY REQUIREMENTS (Must meet ALL requirements listed below)**

1. Owner must be active duty as of January 1 of the year in which you are applying.
2. Submit a copy of the PCS orders to our office. *Without a copy of your most recent PCS orders on file, you will not be eligible to maintain your Homestead Exemption, per F.S. 196.015 (2).*
3. Have the intention of returning to the homesteaded property immediately upon retirement, separation from active duty or upon receipt of PCS orders relocating you back to this area.
4. You (nor your spouse, if married) can claim or be receiving any type of residency based property tax benefit, discount or exemption on any other property, nationwide. *This rule applies even if the spouse is NOT listed as an owner on the property in Okaloosa County.*
5. Maintain FL as your state of residency and **this home** as your place of legal residence.
  - Examples of FL residency documents: valid FL driver's license, vehicles tagged/titled in FL, active voter's registration in Okaloosa County, etc. **NOTE:** *Having Florida listed as your "Home of Record" on your L.E.S. does NOT qualify as a type legal FL residency verification for exemption purposes.*
  - Under normal circumstances, active duty military members are not required to obtain a driver's license in a different state, if they are living there due to PCS orders. Obtaining a license from a different state is usually indicative of the decision to change your place/state of residency and is normally done for personal reasons/preferences, not because it is required by law.
6. Submit response to the annual Homestead Exemption Renewal / Removal Form –Forms are mailed the first part of January and are due back by the filing deadline of 1 May. A completed form is required to continue to ensure all eligibility requirements are met.
7. Maintain a **current** mailing address with our office at all times. Address updates must be submitted in writing using either the Renewal / Removal Form, the Address Change Request Form (obtained from our website or from our office) or by notifying our office via email.

### **ANNUAL RENEWAL PROCESS**

It is the responsibility of the active duty member or authorized representative to submit a completed response to the annual Homestead Exemption Renewal / Removal Form by the 1 May deadline and to ensure our office has a copy of your most recent PCS orders on file. Because the renewal forms are mailed via regular mail each year, ***it is imperative to keep our office notified of ANY address changes.***

All military exemption inquiries and/or documents (i.e. PCS orders, applications, etc.) can be directed / submitted to Mrs. Chambers via either email ([jchambers@okaloosapa.com](mailto:jchambers@okaloosapa.com)), fax: (850) 689-5906, mail service of your choice to the address given in the above right corner of this page or they can be dropped off at either office location.

*If the service member is currently receiving Homestead Exemption and was **DEPLOYED** outside the continental US, Alaska or Hawaii in the PRIOR calendar year, please contact Mrs. Chambers regarding eligibility for the additional deployed exemption.*