



CITY ASSESSOR
Thomas Monchak

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Previous Year Principal Residence Exemption Guidelines

The deadline for filing a Principal Residence Exemption (PRE) for the summer tax is June 1st and the deadline for the winter tax is November 1st. If you qualify for the exemption but did not meet this filing deadline, the exemption may be granted by the Assessor. The State of Michigan authorizes the local Assessor to grant exemptions for the current year plus three (3) years prior.

To be granted the Principal Residence Exemption, you will need to provide our department with documents showing you were living at your residence prior to June 1st or November 1st.

If you have one of the following, this is all you will be required to submit:

- Driver's license (showing date of address change)
- Voter's registration (showing date of registration)

If you do not have either of the above, at least three of the following may be submitted and will be evaluated by the Assessor to determine sufficiency:

- Moving bill
- Utility bills (phone, cable TV, etc.)
- Income tax returns
- Insurance statements
- Bank statements
- Etc.

Once you have submitted the completed Principal Residence Exemption (PRE) affidavit, form #2368 and support documents listed above, the form and information will be submitted to the Assessor during the first week of the next month for approval. If approved and a refund is required, the refund will be issued by the City of Center Line Treasurer for the current year and by the Macomb County Treasurer any the previous years.

If you have any questions, please feel free to contact our office.

Sincerely,
Thomas D. Monchak
City Assessor

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www.centerline.gov
"Smalltown Lifestyle in the Heart of Metro-Detroit"