HOMEOWNER + RENTER INFO

If Prepare + Prosper (P+P) filed your federal + state income tax return, but you didn’t have your 2019 Certificate of Rent Paid (CRP) or Statement of Property Taxes Payable in 2020, we can still complete and file your Property Tax Refund (also called the Renter’s Property Tax Refund, “renter’s rebate,” or Homestead Credit Refund).

Please do the following:

1. Answer all questions on the reverse side of this handout. We cannot complete the return unless ALL questions are answered.
2. Mail or fax the reverse side of this handout with a copy of your CRP(s) and/or Property Tax Statement.
   
   **By mail:**
   Prepare + Prosper
   Attn: tax department
   2610 University Ave W, Ste 450
   St. Paul, MN 55114

   **By fax:**
   Attn: tax department
   651-287-0190
   *Don’t forget to include the reverse side!

3. Wait for a copy of your completed forms to arrive by mail. Please note, we will prepare these returns AFTER April 15, 2020. The due date for your 2019 property return is August 15, 2021.

Required forms

<table>
<thead>
<tr>
<th>Renters</th>
<th>Homeowners</th>
<th>Mobile home owners</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Your landlord is required by law to send you a completed Certificate of Rent Paid (CRP) by January 31. If you do not receive it, contact the landlord to request a copy be mailed to you.</strong> If your landlord refuses to give you a CRP, contact Minnesota Revenue after March 1, to request a Rent Paid Affidavit (see below).</td>
<td><strong>The correct form for the 2019 return is the Property Tax Statement Payable in 2020.</strong> The county mails this tax statement in March. A copy of your statement may be available online starting in March at your county website in the property tax section.</td>
<td><strong>If you own your mobile home and rent the land on which it is located, you must have both the Property Tax Statement and a CRP to file.</strong> Property tax statements for mobile home owners are generally mailed in June by your county.</td>
</tr>
</tbody>
</table>

Rent Paid Affidavit information

Gather this information before calling Minnesota Revenue to request a Rent Paid Affidavit (RPA) at 651-296-3781 or 1-800-652-9094. A return with an RPA must be paper-filed.

(1) Landlord’s name, address and phone number
(2) Address and county of rental unit
(3) Your (spouse) Social Security Number(s) or Individual Taxpayer Identification Number(s)
(4) Number of renters in the unit
(5) Receipts with dates and amount of rent paid (include these if possible when filing)
(6) Amount of rent subsidized (Section 8, HUD, etc.)
(7) If the unit was an assisted living facility
Name(s) listed on the return: _________________________________

Last four numbers of Social Security number or ITIN: X X X - X X - _____ _____

Phone:_________________________________

1. How would you like to receive your refund?

☐ Direct deposit to the same account listed for my federal or state refunds (circle option)
  Savings  Checking

☐ Direct deposit to a different account (circle option and enter account information)
  Savings  Checking  Routing: ___________________  Account: ____________________

☐ Paper check sent to the address listed on my tax return

2. If your address has changed since filing your return, please enter your new address below.

________________________________________________________________

3. Are you or your spouse considered a person with a disability?

☐ Yes  ☐ No

4. Did you claim a deduction for business use of home?

☐ Yes  ☐ No  ☐ Unsure

5. Homeowner or mobile homeowner: Do you have any other person living with you that is not a boarder, renter, parent, or other person not listed on your tax return?

☐ Yes  ☐ No

6. Did you receive any of the following nontaxable sources of income? Do not include income received by your child or any dependents.

☐ Yes  ☐ No  If yes, please enter the amounts below.

MN Supplement Aid (MSA)  $__________enter full amount received in 2019

Supplemental Security Income (SSI)  $__________enter full amount received in 2019

MN Family Investment Program (MFIP)  $__________enter full amount received in 2019

General Assistance (GA)  $__________enter full amount received in 2019

Housing Support (formerly GRH)  $__________enter full amount received in 2019

Emergency Assistance (EA)  $__________enter full amount received in 2019

Do not include energy assistance.

Workers’ compensation  $__________enter full amount received in 2019

Veterans’ benefits  $__________enter full amount received in 2019

Rent reduction for being a caretaker  $__________per month for _______ months in 2019

Scholarship, fellowship, grants for college  $__________enter amount from Box 5 on Form 1098-T

Other nontaxable income  Type: _______________________________
  $__________enter amount received in 2019

For staff/volunteer use only.

☐ Logged  ☐ Prepared  ☐ Reviewed  ☐ $__________  ☐ Transmitted  ☐ Letter mailed