



# HOMEOWNER + RENTER INFO

**If Prepare + Prosper (P+P) filed your federal + state income tax return**, but you didn't have your 2022 Certificate of Rent Paid (CRP) or Statement of Property Taxes Payable in 2023, 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 18, 2023. The due date for your 2022 property return is August 15, 2024.

	Renter	Homeowner	Mobile home owner
<b>Required forms</b>	<p>Your landlord is required by law to send you a completed <b>Certificate of Rent Paid (CRP)</b> by January 31. If you do not receive it, contact the landlord to request a copy be mailed to you.</p> <p>If your landlord refuses to give you a CRP, contact Minnesota Revenue after March 1, to request a Rent Paid Affidavit (see below).</p>	<p>The correct form for the 2022 return is the <b>Property Tax Statement Payable in 2023</b>. The county mails this tax statement in March.</p> <p>A copy of your statement may be available online starting in March at your county website in the property tax section.</p>	<p>If you own your mobile home and rent the land on which it is located, you must have <u>both</u> the <b>Property Tax Statement and a CRP to file</b>.</p> <p>Property tax statements for mobile home owners are generally mailed in June by your county.</p>

<b>Rent Paid Affidavit information</b>	<p>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.</p> <ol style="list-style-type: none"> <li>(1) Landlord's name, address, and phone number</li> <li>(2) Address and county of rental unit</li> <li>(3) Your (spouse) Social Security Number(s) or Individual Taxpayer Identification Number(s)</li> <li>(4) Number of renters in the unit</li> <li>(5) Receipts with dates and amount of rent paid (include these if possible when filing)</li> <li>(6) Amount of rent subsidized (Section 8, HUD, etc.)</li> <li>(7) If the unit was an assisted living facility</li> </ol>
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Tax site location: \_\_\_\_\_

Today's date: \_\_\_\_\_

Tax Year: \_\_\_\_\_

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 tax year

Supplemental Security Income (SSI)    \$ \_\_\_\_\_ enter full amount received in tax year

MN Family Investment Program (MFIP)    \$ \_\_\_\_\_ enter full amount received in tax year

General Assistance (GA)    \$ \_\_\_\_\_ enter full amount received in tax year

Housing Support (formerly GRH)    \$ \_\_\_\_\_ enter full amount received in tax year

Emergency Assistance (EA)    \$ \_\_\_\_\_ enter full amount received in tax year  
*Do not include energy assistance.*

Workers' compensation    \$ \_\_\_\_\_ enter full amount received in tax year

Veterans' benefits    \$ \_\_\_\_\_ enter full amount received in tax year

Rent reduction for being a caretaker    \$ \_\_\_\_\_ per month for \_\_\_\_\_ months in tax year

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

Other nontaxable income    Type: \_\_\_\_\_

\$ \_\_\_\_\_ enter full amount received in tax year

*For staff/volunteer use only.*

Logged     Prepared     Reviewed     \$ \_\_\_\_\_     Transmitted     Letter mailed