

# Nazareth Area School District

## Property Tax Rebate Program Guidelines

You must file between July 1, 2024 and April 30, 2025

The Property Tax/Rent Rebate program benefits eligible Pennsylvanians

- age 65 and older
- widows and widowers age 50 and older
- people with disabilities age 18 and older

### Before You Begin:

You must apply for and receive a PA STATE REBATE prior to applying for the school district rebate. Contact your State Representative's office for assistance.

Mr. Joseph Emrick  
134 S. Main St.  
Nazareth, PA 18064  
Phone: 610-746-5090  
www.repemrick.com  
Hrs: 8:30am – 4:30pm Mon-Fri

Ms. Ann Flood  
962 Pennsylvania Ave  
Pen Argyl, PA 18072  
Phone: 610-746-2100  
www.repannflood.com  
Hrs: 9am – 4:30pm Mon-Fri

### Eligibility:

Once you receive your state rebate, you are eligible for a school district property tax rebate for claim year 2023, if you meet the requirements in EACH of the three guidelines below:

#### Age Guidelines:

- You were 65 or older as of Dec. 31, 2023;
- You were not 65, but your spouse who lived with you was 65 or older as of Dec. 31, 2023;
- You were a widow or widower during all or part of 2023 and were 50 or older as of Dec. 31, 2023; or
- You were permanently disabled and 18 or older during all or part of 2023, you were unable to work because of your medically determined physical or mental disability, and your disability is expected to continue indefinitely. If you received Supplemental Security Income (SSI) payments, you are eligible for a rebate if you meet all other requirements. NOTE: If you applied for Social Security disability benefits and the Social Security Administration did not rule in your favor, you are not eligible for a Property Tax Rebate as a disabled claimant.

#### Income Guideline:

- The income listed on line 12 of your 2023 PA 1000 (your state rebate application) must be less than \$35,000.

Property Owner Guideline:

- To file you must have owned and occupied your home on December 31, 2023;
- You paid the 2023 property taxes on your home prior to March 07, 2024

NOTE: Delinquent tax payments make you ineligible to receive a school district rebate.

The rebates are calculated according to the income guidelines below:

| Household Income:<br>(Taken from line 12 of<br>the PA 1000) | Maximum Rebate is the lesser of:<br>School Real Estate Taxes Paid – State Rebate = \$<br>-or- |
|---|---|
| \$ 0 - \$ 8,000   | \$650   |
| \$8,001 – \$15,000  | \$500   |
| \$15,001 – \$18,000   | \$300   |
| \$18,001 – \$35,000   | \$250   |
| Over \$35,000   | \$ 0  |

NOTE: You will not receive a total rebate (state rebate + school district rebate) that exceeds the amount of the Nazareth Area School District real estate taxes paid. So if you received a \$650 rebate from the state and you paid \$1,000 in school real estate taxes, you will receive \$350 even if you qualified for a higher rebate.

To be considered for the NASD School Tax Rebate Program, please provide only the following documents:

- TRCF-1000 2024** (signed and dated by applicant)
- PAID RECEIPT for School Real Estate Tax bill for 2023-2024**
  - Stamped paid by tax collector -OR-
  - Paid receipt from tax collector -OR-
  - Copy of your cancelled check (front & back)
- PA STATE FORM 2023 PA-1000 for year ending 2023**
  - Copy of the completed and signed form that was submitted to State. This would be in your tax return paperwork.
- Copy of your PA STATE Rebate Check dated July 2024 or later**

If you did not make a copy you will need to contact State representative to obtain an Acknowledgement letter or visit the state website.

**Direct Deposit Instructions:**

In order to comply with banking rules, direct deposits are not available for rebates going to bank accounts outside the U.S. If your bank account is outside the U.S., do not complete the direct deposit information. Nazareth Area School District will send you a paper check.

If your rebate will be going to a bank account within the U.S., you have the option to have your rebate directly deposited. If you want Nazareth Area School District to directly deposit your rebate into your checking or savings account at your bank, credit union, or other financial institution, place an X in the appropriate box on page 2 for the TRCF 1000. If no box is checked a paper check will be issued.

**CAUTION:** Be sure to enter the correct routing and account numbers. Please check with your financial institution to make sure your direct deposit will be accepted and to get the correct routing and account numbers. Nazareth Area School District is not responsible for a lost rebate if you enter the wrong account information. The Nazareth Area School District cannot change the banking information you enter. If the information you entered is not accurate or up to date, Nazareth Area School District will send a check instead of making a direct deposit into your account.

By placing an X in either box on page 2 of the TRCF 1000, you are authorizing Nazareth Area School District to directly deposit your rebate into your checking or savings account. Direct deposits cannot be made to Social Security Direct Express<sup>®</sup> cards.

**IMPORTANT:** Do not include a copy of a blank check with your rebate application. Nazareth Area School District cannot complete this information on your application.

**Routing Number**

- Enter your bank or financial institution's nine-digit routing number. The first two digits must be 01 through 12, or 21 through 32. Do not use spaces or special characters when entering the routing number. If you are attempting to complete this line using a deposit slip, please contact your financial institution to determine if the routing number is correct. Many times, the number on the deposit slip is for internal use by the institution and using it may delay the payment of your rebate

**Account Number**

- Enter your checking or savings account number. Your account number may be as many as 17 digits and may contain both numbers and letters. Enter the numbers and letters from left to right.

CAUTION: If your bank has recently changed ownership, the routing and account numbers on your check may be incorrect. Please verify the routing and account numbers with your bank before you enter them

**Mailing Instructions:**

You must complete and submit one original claim form to Nazareth Area School District. If you need a claim form, visit [www.nazarethasd.org](http://www.nazarethasd.org) and click on NASD Real Estate Rebate. Due to increased security measures at the school district please do not drop off your property tax rebate packet at the district office.

IMPORTANT: Do not cut any paper to smaller than 8 ½ by 11 standard letter size paper. Smaller pieces of paper are difficult to manage and may extend your rebate processing time. Photocopies your tax payment and rebate check on the same page is acceptable.

Mail to: Nazareth Area School District  
ATTN: Michelle Gower  
One Education Plaza  
Nazareth, PA 18064

Questions: Business Office  
610-759-1170 ext. 1117  
Monday through Thursday  
8:30 a.m. – 3:30 p.m.

**Rebate Processing:**

**\*\*Please allow 6-8 weeks for processing your rebate application\*\***

Applications received during the month are paid at the end of the following month after they are approved by the School Board. A letter will be sent to you if additional documents are required to process your application.

**Deadlines:**

No rebates will be processed if received by the school district after the deadline date indicated on the application.

**Previous Years:**

You cannot apply for a rebate for any previous years regardless of your eligibility for previous years' rebates. Nazareth Area School District makes every fiscally responsible effort possible to inform seniors of the rebate program. Lack of knowledge of the program does not entitle anyone to rebates for previous years.

**Households with more than one claimant:**

Only one member of your household may file a claim even if more than one person qualifies for a rebate.

**Rules regarding death of someone who was eligible for the rebate:**

You **may file a claim** for an eligible claimant, who **died after December 31, 2023**. If the claimant **died during 2023, you may not file a claim**. The law governing the Property Tax Rebate Program requires that a claimant must have lived for all of 2023 in order to receive a Rebate.

If you are filing a claim for an eligible decedent, please include "Estate of "before the claimant's name. Anything made payable to the Estate of .....will be a live check.

**Penalty for fraudulent claims:**

Intentional False or misleading statements and/or claims would be subject to any applicable statutes or penalties under PA criminal code and may lead to prosecution.