



The Housing Authority of the County of Cook  
175 West Jackson Boulevard, Suite 350  
Chicago, Illinois 60604  
(312) 663-5447  
[www.thehacc.org](http://www.thehacc.org)

December 17, 2018

Dear Housing Choice Voucher Program Landlord:

The Housing Authority of the County of Cook (the HACC) has opened the application period for the 2018 Housing Choice Voucher Tax Savings Program. You can print an application from our website: [www.theHACC.org](http://www.theHACC.org). Choose the **Forms and Docs** option the **Explore** tab. The application packet is listed in the Landlords section of the Forms and Docs page: Tax Savings Program.

In order to qualify for the tax reduction, the owner must own rental property in a qualifying township **and** in an eligible census tract (poverty rate of less than 10%). The unit must be rented to a Housing Choice Voucher tenant on January 1, 2018. In addition, the unit must pass its most recent housing quality standards inspection and comply with the local code. The property is limited to receiving a tax savings for only 10 years.

The HACC has a **\$25 per application processing fee** to cover the administrative costs of administering this program. Please include a check or money order for \$25 for each application you submit. The processing fee is non-refundable.

Be sure to check the eligibility of **BOTH** your township and your census tract. The application fee for ineligible properties will not be refunded. Incomplete applications or applications with incorrect information will not be processed. Refer to the instructions on our website for more information on finding your township and your census tract.

To take advantage of this tax savings, please take the steps listed:

- Please complete, sign, and notarize **one application per property index number**. Please print as many copies of the application as needed.
- Please **complete every line** on the application for your property to be eligible for the tax reduction.
- Please include a copy of your **most recent property tax bill**.
- Identify the **township** and the **census tract** for your property on the application.
- Attach a check, money order or cashier's check for the total **processing fee of \$25 per application**.
- The HACC must receive the application and the tax bill no later than **January 20, 2019**.

Please be sure to complete each area of your application and include a copy of your tax bill. Incomplete applications, applications with incorrect information or applications without the tax bill will not be processed and the processing fee will not be refunded. Applications received without the processing fee will not be considered. Applications received after January 20, 2019 will not be considered. Keep a copy of your application for your records.

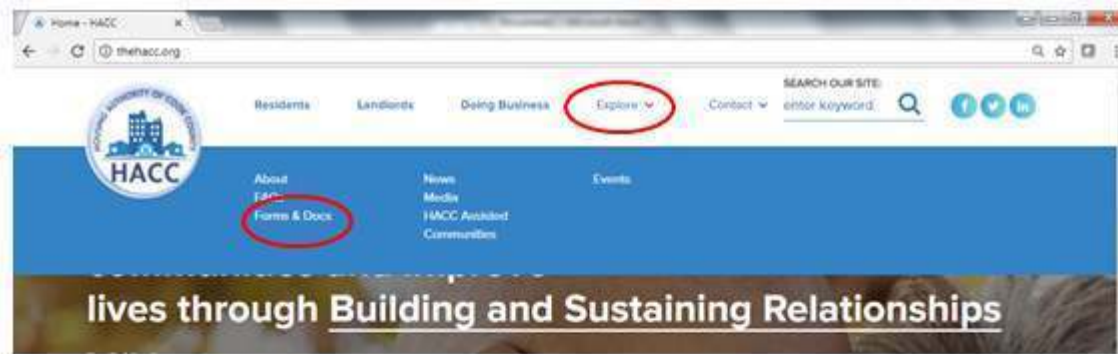


The credit appears on the **second installment tax bill** as a reduction in the tax for several taxing districts with a note at the bottom of the bill: **"\*These taxing districts made abatements that reduced your tax bill by \$X.XX"**

Thank you for your cooperation. If you have any questions, please contact:  
Andre Parham (312) 542-4669      aparham@thehacc.org  
Anne Richmond (312) 542-4750      arichmond@thehacc.org.

Sincerely,  
Anne Richmond  
Housing Choice Voucher Tax Savings Program

Where to find the Application on the website: [www.theHACC.org](http://www.theHACC.org)



**The Housing Authority of the County of Cook  
2018 Housing Choice Voucher Tax Savings Program**

Complete the entire application and keep a copy for your records.

Return the **application** and a copy of your **current tax bill** by **January 20, 2019**.

- Incomplete applications **will not** be considered.
- Applications without tax bills **will not** be considered.
- Applications without the \$25 processing fee **will not** be considered.

**Certification** (initial each statement)

I hereby certify, under penalty of perjury, that **all** of the following information is correct:

- \_\_\_\_ I am the legal owner of the property for which I am applying for tax abatement,  
 \_\_\_\_ I leased at least one rental unit to a Housing Choice Voucher tenant at the property listed above on January 1, 2018  
 \_\_\_\_ All units on the above property leased to Housing Choice Voucher tenants were in compliance with Housing Quality Standards on January 1, 2018 and all units were in substantial compliance with local building codes,  
 \_\_\_\_ All of the information on this form is accurate and is not an attempt to intentionally misrepresent the facts in order to qualify for a monetary benefit.  
 \_\_\_\_ I have not received a tax savings for this PIN for more than 10 years total.

\_\_\_\_\_

Owner Signature

\_\_\_\_\_

Date

Subscribed and sworn before me on this date \_\_\_\_\_,

Notary Stamp:

\_\_\_\_\_

Notary Public

**Taxpayer Information**

Owner Name	
Vendor # (see address label for number)	
Contact Phone	
Email	

Return this form to:  
 Tax Savings Program,  
 The Housing Authority of Cook County,  
 175 W Jackson Blvd Suite 350  
 Chicago, IL 60604-3042  
 Attach the tax bill and the \$25 per application processing fee

**The Housing Authority of the County of Cook  
2018 Housing Choice Voucher Tax Savings Program**

<b>Property Information</b>	
Building Address	
City, State, Zip	
Census Tract	
Year of most recent passed inspection	
Township (circle the township as shown on the tax bill)	Barrington   Elk Grove   Evanston   Lemont   Lyons   Maine   New Trier Niles   Northfield   Orland   River Forest   Riverside   Schaumburg
Property Index Number (PIN)	<div style="display: flex; justify-content: space-between;"> <span>[ ] [ ] - [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ] - [ ] [ ] [ ]</span> </div>
Type of property	<input type="checkbox"/> house <input type="checkbox"/> townhouse <input type="checkbox"/> condo <input type="checkbox"/> apartment
Total number of units <u>you own</u> at this <b>PIN</b> (do not include other units at this PIN that you do not own)	
Number of the units you own at this <b>PIN</b> that were leased to voucher holders on January 1, 2018	
<b>Checklist</b>	
<p>To ensure that your application is accepted, please review the following checklist.</p> <p align="center"><b>Incomplete applications will not be considered.</b></p> <p><input type="checkbox"/> Did you complete this application for only one (1) Property Index Number (PIN)?</p> <p><input type="checkbox"/> Did you include a copy of your most recent property tax bill?            Print a copy at <a href="http://www.cookcountytreasurer.com">www.cookcountytreasurer.com</a></p> <p><input type="checkbox"/> Did you include the \$25.00 application fee?</p> <p><input type="checkbox"/> Did you include the census tract for your property?            Visit <a href="http://www.factfinder2.gov">www.factfinder2.gov</a> to look up the census tract.</p> <p><input type="checkbox"/> Did your unit pass the last HQS inspection by the HACCC?</p> <p><input type="checkbox"/> Did you circle the township for your property?</p> <p><input type="checkbox"/> Did you initial each line of the certification?</p> <p><input type="checkbox"/> Did you receive a tax savings nine (9) or fewer times since 2004?</p> <p><input type="checkbox"/> Did you complete every section of the application?</p> <p><input type="checkbox"/> Did you make a copy of this application for your records?</p>	

Return this form to:  
 Tax Savings Program,  
 The Housing Authority of Cook County,  
 175 W Jackson Blvd Suite 350  
 Chicago, IL 60604-3042  
 Attach the tax bill and the \$25 per application processing fee



You can find your census tract on the US Census Bureau's website:

**factfinder.census.gov**

1. Click on street address in the Address Search section to look up your census tract.



2. Enter your property address

A screenshot of the 'Select Geographies' form on the FactFinder website. The form has tabs for 'List', 'Name', 'Address', and 'Map'. Below the tabs, there is a text input field for 'street address' containing '175 W Jackson', a 'city' dropdown menu set to 'Chicago', a 'state' dropdown menu set to 'Illinois', and a 'zip' input field containing '60604'. A 'GO' button is located to the right of the input fields. A note below the form states: 'Note: address search will use the latest available address data beginning with 2013 and working backwards, based on the contents of Your Selections.'

3. The Census tract will appear in the results below the state and county.

Geography Name	Geography Type	Geography Code
<a href="#">Illinois</a>	State	040
<a href="#">Cook County, Illinois</a>	County	050
<a href="#">Chicago city, Cook County, Illinois</a>	County Subdivision	060
<a href="#">Block 1107, Block Group 1, Census Tract 8391, Cook County, Illinois</a>	Block	100
<a href="#">Census Tract 8391, Cook County, Illinois</a>	Census Tract	140
<a href="#">Block Group 1, Census Tract 8391, Cook County, Illinois</a>	Block Group within Census Tract	150