



# CITY OF NEWPORT NEWS

## *Commissioner of the Revenue*

**PRISCILLA S. BELE**  
*Commissioner*

**SANDRA A. KUREK**  
*Chief Deputy*

January 3, 2012

Dear Homeowner:

Enclosed is the 2012 application for real estate tax deferral. City of Newport News Ordinance 6786-11, adopted by the City Council on May 10, 2011 and in effect on and after July 1, 2012, now provides for real estate tax deferral rather than tax exemption for homeowners who meet the eligibility requirements.

The following information will be helpful to you in completing your application:

- The enclosed document on yellow paper highlights the changes included in the new ordinance, outlines the eligibility requirements, and discusses the verification of disability.
- The enclosed document on blue paper provides detailed instructions for completing each section of the application successfully.
- Notary service for completed applications is available free of charge and without an appointment at either of our office locations.
- Completed and notarized applications may be mailed to the Commissioner of the Revenue in the enclosed return envelope or delivered in person at either of our office locations listed below.
- Your 2012 application must be postmarked or delivered in person between January 3, 2012 and August 31, 2012.
- If you need assistance to complete your application, you may make an appointment to come to one of our offices beginning in May 2012. Instructions for scheduling an appointment are on the back of this letter.
- Your application for real estate tax deferral will also be used to determine your eligibility for the solid waste fee relief program.

If you need further information or assistance, please call (757) 926-3535.

Sincerely,

Priscilla S. Bele  
Commissioner of the Revenue