



# Voluntary Exemption Removal Report – Initial (Report #3) Instructions

April 7, 2020

The *Voluntary Exemption Removal Report – Initial (Report #3)* lists property owners who were previously receiving the Basic or Enhanced STAR exemption but who have opted to switch to the STAR credit beginning this year.

**Voluntary Exemption Removal Report**

This report lists STAR exemption recipients who opted to switch to the STAR credit beginning with 2020 school tax bills.

After accessing your report, remove the STAR exemption from the properties listed in the report.

\* Required field

Search

SWIS code: \* 554400 Pelham

Print key:

Mobile home or co-op: Select one

Last name:

Sort: Ascending On: Print Key

Clear Search

After selecting the SWIS code for your jurisdiction and entering any other search criteria, the report returns the following fields:

SWIS code	Print key	Mobile home co-op	Property address	Names	Registration date	Date Of Report
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For the full report, select *Download Report*.

Manually remove the Basic or Enhanced STAR exemption from the properties listed in the report.

**Note:** There is no RPSV4 utility for this report.

The initial version of the report is issued in early April so that assessors can remove the exemption prior to tentative roll date. The Tax Department will issue the final version of this report prior to final roll date after the [Deadline to switch to the STAR credit](#).