



**SCOTT P. RUSSELL, CFA**  
**MONROE COUNTY PROPERTY APPRAISER**

COUNTY COURTHOUSE  
 P.O. Box 1176  
 KEY WEST, FLORIDA 33041-1176  
 PHONE (305) 292-3420 FAX: (305) 292-3431

MCPA-211  
 REV 09/2017

**Request to Cancel Exemption(s)**

To cancel an existing property tax exemption(s) on property you own in Monroe County, Florida, please complete, sign and return this form to the address above.

Parcel ID: _____	Account #: _____
Owner: _____ (Please Print)	Co-Owner: _____ (Please Print)
<b>If you would like to change your mailing address for tax roll purposes, please complete this section:</b>	
New Mailing Address: _____	
Address	
_____	_____
City	ST
_____	Zip

I/We \_\_\_\_\_, certify that I/We are the owner(s) of the above-described property and request the following exemption(s) be cancelled for the 20\_\_\_\_ tax roll.

If applicable, please issue a corrective tax bill.

- Homestead Exemption** (Please list date you vacated property \_\_\_\_\_)
- Widow/Widower Exemption** (If remarried, please provide date of marriage: \_\_\_\_\_)
- Disability Exemption:** \_\_\_\_\_ Veterans \_\_\_\_\_ Civilian \_\_\_\_\_ Total & Permanent
- Surviving Spouse of First Responder Who Died in the Line of Duty**
- Senior Citizen Exemption**
- ALL Exemptions**

Reason for cancellation(s) \_\_\_\_\_

*Form MUST be Signed and Dated by ALL Property Owner(s) who are requesting the cancellation of Exemption(s) or Exemption(s) Will Not Be Removed.*

_____ Signature of Owner	_____ Date	_____ Telephone #	_____ E-mail Address
_____ Signature of Co-Owner	_____ Date	_____ Telephone #	_____ E-mail Address

Pursuant to Section 196.011 (9) (a) and 196.161 (1) (b) It is the duty of the owner of any property to notify the Property Appraiser promptly whenever the use of the property or the status or condition of the owner changes so as to change the exemption status of the property. If any property owner fails to notify the Property Appraiser and the Property Appraiser determines that for any years within the prior 10 years the owner was not entitled to receive such exemption(s), the property shall be subject to the tax exempted as a result of such failure, plus 15 percent interest per annum and a penalty of 50 percent of the tax exempted.

<b>FOR OFFICE USE ONLY:</b>	
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Processed By: _____	Date: _____