

New for 2001

- · Electronic Filing Beginning with 2001 homestead credit claims filed with an income tax return, you may be able to file electronically. See the fourth paragraph in Part B.1 on page 3, for additional information.
- The schedule for reporting cash public assistance and county relief has been removed from the back of Schedule H. If you received Wisconsin Works (W2), other cash public assistance, or county relief payments in 2001, read and follow the instructions for line 11h, on page 7.
- · A new schedule has been added on the bottom of the rent certificate, for shared living expenses. Complete the schedule if your rent certificate (which is now a full-page form) shows more than one occupant and you didn't share the rent equally.

Earned Income Credit

The Wisconsin earned income credit is available to working families with qualifying children. The amount of credit depends on your income and number of children. To claim the Wisconsin earned income credit you must file a Wisconsin Form 1 or 1A. If you need more information, contact any department office.

Property Tax Deferral Loan Program

For important information about this program, see the back of Schedule H (at the bottom).

FEDERAL PRIVACY ACT

In compliance with federal law, you are hereby notified that the request for your social security number on the Wisconsin homestead credit claim is made under the authority of Section 71.55(7) of the Wisconsin Statutes. The disclosure of this number on your claim is mandatory. It will be used for identification purposes throughout the processing, filing, and auditing of your claim, and in the issuance of refund checks.

Checklist:



Before filing your claim, check off the following items -

- Questions 1 to 8 on Schedule H all answered
- ☐ ALL household income reported
- ALL applicable schedules on back of Schedule H completed
- Wisconsin and federal returns ATTACHED (if applicable)
- ☐ Property tax bill(s)/rent certificate(s) ATTACHED
- Schedule H (or signature document) SIGNED
- ☐ Complete copy made, for you to keep

Don't Delay Your Refund

Avoid the following mistakes, which delay refunds (the instructions for these areas are highlighted with shading):

- Failing to include the following:
 - Copies of Wisconsin and federal tax returns, wage statements, and schedules, if applicable (page 3)
 - Property tax bill(s) and/or rent certificate(s) (pages 8 and 9)
- · Failing to write "actual" on Schedule C, E, or F if car/truck expenses are claimed using actual expense method (page 6)
- Failing to explain other owners' names on tax bill (page 8)
- Submitting an altered rent certificate (page 9)
- · Failing to complete shared living expense schedule when rent certificate shows more than 1 occupant (page 9)
- Failing to follow "Special Instructions" (pages 11 and 12)



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General Instructions

A. Do You Qualify?

To see if you qualify for homestead credit, answer *Yes* or *No* to all of the questions in Steps 1 and 2 below.

Step 1

- a. Were you age 18 or older as of December 31, 2001?
- b. Were you a legal resident of Wisconsin for **all** of 2001, from January 1 through December 31?
- c. Was your household income (see definition E.4 on page 4) for 2001 less than \$24,500?
- d. Were you the owner or renter of the Wisconsin homestead (see definition E.1 on page 4) you lived in during 2001?

If you answered *No* to any question in Step 1, do not complete Schedule H; **you do not qualify** for homestead credit. If you answered Yes to all four questions, go on to Step 2.

Step 2

a. Were you claimed or will you be claimed as a dependent on someone else's 2001 federal income tax return? (If you were age 62 or older on December 31, 2001, this limitation does not apply to you, so answer No.)

- b. Are you currently living in a nursing home and also receiving Title XIX medical assistance?
- c. For EACH MONTH of the entire 2001 year did you receive either of the following:
 - Wisconsin Works (W2) payments (see definition E.5 on page 4) of any amount?
 - County relief payments of \$400 or more?

Note: If your answers for both parts of question c are *No* but you received either of these benefits for PART of 2001, see Schedule 4 on back of Schedule H.

d. Did you live FOR THE ENTIRE YEAR 2001 in housing that is exempt from property taxes? (A municipal housing authority property created under sec. 66.1201, Wis. Stats., is not considered tax-exempt for homestead credit purposes if that authority makes payments in lieu of property taxes to the city or town in which it is located. If you live in public housing, you may wish to check with your manager.)

Note: If you are claiming property taxes on your former homestead (see paragraph 8 under "Exceptions: Homeowners and/or Renters," on page 10), this limitation does not apply, so answer *No*.

- e. Have you claimed or will you claim a Wisconsin farmland preservation credit for 2001?
- f. Has a 2001 Schedule H been filed by another member of your household (see definition E.3 on page 4)?
- g. Is the Schedule H being filed on behalf of a person who is deceased?

If you answered *Yes* to any question in Step 2, do not complete Schedule H; **you do not qualify** for homestead credit.

If you answered *Yes* to all of the questions in Step 1 and *No* to all of the questions in Step 2, complete Schedule H to see if homestead credit is available to you, based on your household income and your allowable property taxes and/or rent. Meeting all of the qualifications in Steps 1 and 2 does not guarantee you will receive a homestead credit.

Note: A homestead credit claim may not be filed on behalf of a deceased person. The claimant must be alive at the time the claim is filed.

B. How, When, and Where to File

1. **How** If you file a Wisconsin income tax return, you should file your homestead credit claim (Schedule H) with the tax return (stapled together), and mail both forms to the address shown on Schedule H. Separate filing could delay your homestead refund. If you (or you and your spouse) are not required to file a tax return, Schedule H may be filed by itself.

If your Wisconsin return is a Form 1 or 1NPR, ATTACH A COPY of your federal income tax return and supporting schedules. The tax return your Schedule H is attached to must be a Form 1, 1A, or 1NPR; you cannot attach Schedule H to a Form WI-Z.

If you previously filed or are filing your Wisconsin income tax return separately from your homestead credit claim, write "Income Tax Return Separately Filed" at the top of Schedule H. ATTACH A COMPLETE COPY of your Wisconsin income tax return, Form 1, 1A, WI-Z, or 1NPR (including wage statement copies), and write "Duplicate" at the top. If your Wisconsin return is a Form 1 or 1NPR, ALSO INCLUDE A COPY of your federal income tax return and supporting schedules. If you filed your Wisconsin income tax return by telephone, attach copies of your Wisconsin TeleFile worksheet and wage statements.

Beginning with 2001 homestead credit claims filed with an income tax return, you may file electronically, provided you also file a federal income tax return with the Internal Revenue Service (IRS). If you file electronically, mail all of the required Schedule H attachments, along with a completed Form 8453W or 8453W-OL, to Wisconsin Department of Revenue, PO Box 34, Madison WI 53786-0001. For additional information, see the department's Internet web site at www.dor.state.wi.us, or talk to a tax preparer.

2. **When** For most claimants, the deadline for filing a 2001 Schedule H is April 17, 2006.

Exception: If you are a taxpayer with a fiscal taxable year (one ending on a date other than December 31), your deadline for filing Schedule H is 4 years, 3 1/2 months after the end of the fiscal taxable year to which the claim relates.

 Where Mail your Wisconsin income tax return and Schedule H together, assembled in the proper order (or Schedule H by itself if no tax return is required, or the supporting documents if you are filing electronically), to:

> Wisconsin Department of Revenue PO Box 34 Madison WI 53786-0001

Keep a complete copy of your Schedule H and all attachments for your records.

C. Additional Help or Questions About Refunds

1. Help For general information about homestead credit or for help in preparing Schedule H, contact any Department of Revenue office. The location and telephone number of the office nearest you may be listed in your telephone book. You may also e-mail a question to the department at homestd@dor.state.wi.us, access the department's Internet web site at www.dor.state.wi.us, or phone (608) 266-8641 (Madison). Do not use this number for refund inquiries.

If you prefer, you may write to Wisconsin Department of Revenue, Mail Stop 5-144, PO Box 8949, Madison WI 53708-8949. Please **include your social security number** on all correspondence.

 Refunds If you wish to contact the Department of Revenue about your refund, please wait at least 10 weeks after filing your Schedule H. You may phone (608) 266-8100 (Madison) or (414) 227-4907 (Milwaukee). You may also obtain refund information through the department's Internet web site at www.dor.state.wi.us. Either way, have your social security number and the dollar amount of your refund available.

If you prefer, you may write to Wisconsin Department of Revenue, Mail Stop 3-258, PO Box 8949, Madison WI 53708-8949. Please **include your social security number** on all correspondence.

 TTY Hearing-impaired people with TTY equipment may phone the Department of Revenue at (608) 267-1049 (Madison) or (414) 227-4147 (Milwaukee). These TTY numbers may be used for both assistance and refund inquiries.

D. Refunds of Divorced Claimants

If you become divorced after June 20, 1996, and your divorce judgment states that your former spouse must pay a tax liability owed to the Department of Revenue, attach a copy of the divorce judgment to your Schedule H. This will prevent your homestead credit from being applied against that tax liability.

E. Definitions

 Homestead Your homestead is the Wisconsin home you occupy, whether you own it or rent it, and up to one acre of land adjoining it (or up to 120 acres of land if the homestead is part of a farm). For example, it may be a house, an apartment, a rented room, a mobile home, a farm, or a nursing home room.

Unless your homestead is part of a farm, it does not include any part that is used for business or rental purposes where a deduction is allowed or allowable for federal tax purposes, or a separate unit occupied by others rent free.

- Farm A farm is property used for agricultural purposes. Your homestead is part of a farm if the property was used for agricultural purposes during 2001, or if you used it for agricultural purposes prior to 2001 and have not used it since then for other purposes (such as recreational or manufacturing).
- Household A household is a claimant and the claimant's spouse living in the claimant's homestead.
 If you are single, you are a household, whether you

live alone or with others. If you are married, you and your spouse are a household if you live together. If you are married but you and your spouse maintained separate homes on December 31, 2001, you are each considered a separate household.

4. Household Income Household income is all your income reportable for Wisconsin income tax purposes and all the items identified on lines 11a through 11h of Schedule H, less a deduction of \$250 for each dependent who occupied your homestead for more than six months during 2001.

If you were married and lived with your spouse during all of 2001, you must combine both incomes to determine household income. If during 2001, you were separated from your spouse for all or part of the year (including one spouse living in a nursing home), you became married or divorced, or your spouse died, see the "Special Instructions" on pages 11 and 12 for information on how to determine household income.

5. Wisconsin Works (W2) Payment A Wisconsin Works or "W2" payment is a payment received under the Wisconsin Works assistance program for participating in a community service job or a transitional placement, or a payment received under the program as a caretaker of a newborn child.

Amounts received under the Wisconsin Works program for trial jobs are taxable wages and are not included in the definition of Wisconsin Works (W2) payment for homestead credit purposes. Amounts received under the program for job access loans, health care coverage, child care subsidies, and transportation assistance are also not included in the definition of Wisconsin Works (W2) payment; these amounts are not includable in household income.

F. Situations and Solutions

Wisconsin Publication 127, "Wisconsin Homestead Credit Situations and Solutions," provides additional information about various situations that are discussed in this instruction booklet. It also provides information about some situations and solutions that are not covered in this instruction booklet.

Copies of Publication 127 are available at any Department of Revenue office, or by contacting the department by any of the methods described under "Help" in Part C.1, on page 3.

Name and Address Area

If the cover of your Schedule H booklet has a removable mailing label with your name, place it in the name and address area of the Schedule H you file. Also fill in your social security number (and your spouse's, if applicable), and your telephone number. Correct your name or address if the label is wrong. If you are married and your spouse's name is not on the label, print your spouse's name on the label.

If your booklet does not have a label, fill in all information requested in the spaces provided on Schedule H. Include your social security number (and your spouses, if applicable) your telephone number, and your tax district.

Lines 1 Through 8 - Questions

Fill in the information requested on these lines. Failure to answer these questions may delay your refund.

- Question 1 Fill in your age as of December 31, 2001.
 Also, if you were married and lived with your spouse during all of 2001, and your spouse was age 65 or over on December 31, 2001, check the box above guestion 1.
- Question 2 If you moved to Wisconsin from another state, you are not a full-year legal Wisconsin resident if you moved here after January 1, 2001, or if you are here for educational purposes only and have not abandoned your other state's residence. If you are not a U.S. citizen, you are not a legal Wisconsin resident unless you are a resident alien for federal tax purposes and you do not intend to return to your homeland.
- Questions 4 and 5 It is not necessary to answer question 4b or 5b unless 4a or 5a is answered "yes."
- Question 7a If you became married or divorced during 2001, check "yes," fill in the date, check the appropriate box after the word "married" or "divorced," and see the "Special Instructions" on page 12.
- Question 7b It is not necessary to answer question 7b if you were not married as of December 31, 2001. If one spouse is in a nursing home as of December 31, 2001, you are considered to be maintaining separate homes, so answer "yes" to question 7b.

Lines 9 Through 12 - Household Income

These instructions for lines 9 through 12 apply if during all of 2001 you were single, or married and living with your spouse. If during 2001 you were separated from your spouse for all or part of the year, you became married or divorced, or your spouse died, read the "Special Instructions" on pages 11 and 12 before you complete lines 9 through 12.

■ Line 9 – Income – From Tax Return

Fill in line 9 ONLY if you or you and your spouse are filing or have already filed a 2001 Wisconsin income tax return. If you were married and lived with your spouse all year but file separate income tax returns, fill in the income from both of your tax returns.

If you are filing your tax return with Schedule H, first complete the income portion of your tax return. Fill in the income from line 11 of Form 1A, line 13 of Form 1, or line 28 of Form 1NPR, on line 9 of Schedule H.

If you or you and your spouse have ALREADY FILED your 2001 Wisconsin income tax return or will file it separately from Schedule H, mark it "Duplicate"; also see the instructions on page 3, Part B.1, paragraph 3.

If you fill in line 9, do NOT fill in line 10a or 10b.

■ Line 10 – Income – No Tax Return

Fill in lines 10a and 10b ONLY if you or you and your spouse are not filing a 2001 Wisconsin income tax return. If you were married and lived with your spouse all year, fill in all of the income of both spouses.

If you fill in lines 10a and 10b, do NOT fill in line 9.

- 10a Fill in the amount of wages, interest, and dividends in the spaces provided, and fill in the total of these amounts on line 10a.
- 10b Fill in all other items of taxable income on line 10b, such as: taxable unemployment compensation; pensions and annuities; IRA, Keogh, SEP, SIMPLE, and deferred compensation distributions; capital gains; alimony; and business, rent, farm, partnership, limited liability company, and tax-option (S) corporation income. If you fill in an amount on line 10b, attach a schedule explaining the sources of income and the amount from each source.

■ Line 11a – Income Adjustments

Fill in Schedule 1 on back of Schedule H. Fill in the total from line 11 of Schedule 1 on line 11a. If you are married, combine the amounts for both spouses.

Schedule 1 - Income Adjustments

1 Partners, LLC members, and S corporation shareholders Fill in the distributive share of partnership, limited liability company (LLC), and tax-option (S) corporation depreciation, Section 179 expense, depletion, amortization, and intangible drilling costs.

If the partnership, LLC, or S corporation did not claim any of these expenses, write "None" on line 27 of federal Schedule E, near the entity's name. To determine this you may have to contact the partnership, LLC, or S corporation.

2 Car or truck depreciation (standard mileage rate) If car or truck expenses were claimed using the standard mileage rate of 34.5¢ per mile on a business, rent, or farm schedule, 15¢ per mile is considered depreciation. Multiply the number of miles claimed by 15¢, and include that amount on line 2 of Schedule 1. Write the number of miles next to the deduction on Schedule C, E, or F.

Example: On a farm schedule you claimed automobile expenses based on the standard mileage rate for 5,000 business miles. Include \$750 on line 2 of Schedule 1 (5,000 miles x 15¢ = \$750). Fill in "5,000" on line 12 of federal Schedule F.

Exception: The 15¢ per mile income adjustment is not required for miles claimed after the adjusted basis of your car or truck reaches zero. If this applies to you, attach a note, explaining the situation.

3 Other depreciation, Section 179 expense, depletion, amortization, and intangible drilling costs Fill in any depreciation, Section 179 expense, depletion, amortization, and intangible drilling costs claimed in computing Wisconsin taxable income, except amounts already filled in on line 1 or 2 of Schedule 1. (See the note below, regarding actual car/truck expenses.)

Example: You filed a 2001 Wisconsin income tax return and claimed \$1,500 of depreciation on federal Schedule F. Fill in the \$1,500 on line 3 of Schedule 1.

Note: If car or truck expenses were claimed on federal Schedule C, C-EZ, E, or F using the actual expense method, depreciation would be claimed on the depreciation line and would be included on line 3 of Schedule 1. In this case, write "actual" next to the car/truck expense line on Schedule C, E, or F, or near line 5a on Schedule C-EZ.

- Principal residence gain exclusion Fill in the gain from the sale or exchange of a principal residence excluded from taxable income under Section 121 of the Internal Revenue Code. Attach a schedule showing the computation of the gain (selling price minus adjusted basis minus expense of sale).
- 5 Other capital gains not taxable Include the 60% capital gain exclusion on assets held more than one year, plus any other nontaxable capital gains that are not reported elsewhere.

Example: You reported net long-term capital gains of \$3,000 on federal Schedule D. In computing Wisconsin taxable income, you subtracted \$1,800 (\$3,000 x 60%) of this gain. Include the \$1,800 on line 5 of Schedule 1.

6 Contributions to IRAs and Keogh, SEP, SIMPLE, and deferred compensation plans Fill in contributions to these plans that were deducted or excluded from income on the income tax return (do not include rollover contributions or nondeductible contributions).

Note: IRA deductions are reported on line 23 of federal Form 1040, or on line 16 of Form 1040A. Keogh, SEP, and SIMPLE deductions are reported on line 29 of Form 1040. Excludable deferred compensation is generally reported in box 12 of the wage and tax statement, Form W-2, preceded by the prefix D, E, F, G, or H.

- 7 Nontaxable interest on United States Government securities, and state and municipal bonds Fill in any nontaxable interest received on securities of the federal government or its instrumentalities, such as U.S. Savings Bonds or Treasury Notes, and on nontaxable state and municipal bonds, such as Higher Education Bonds.
- 8 Net operating loss carryforward and capital loss carryforward Fill in any net operating loss carryforward or capital loss carryforward (one incurred in a prior year and not used in that year to offset taxable income) deducted in computing 2001 Wisconsin taxable income.

Example: You have a \$2,000 capital loss carryforward from 2000 to 2001 and a \$1,900 capital gain for 2001. On Schedule WD, you compute a \$100 net capital loss deduction (\$2,000 carryforward less \$1,900 gain). Fill in \$2,000 on line 8 of Schedule 1 (the \$1,900 loss offset against capital gain, plus the \$100 loss applied against other income).

9 Income of nonresident or part-year resident spouse Fill in the income of your nonresident or part-year resident spouse for the time you resided in the same homestead.

Example: You are a full-year Wisconsin resident. Your spouse, a nonresident of Wisconsin, earned income of \$5,000 in 2001 that is not taxable by Wisconsin. You and your spouse resided in the same homestead during 2001. Fill in \$5,000 on line 9 of Schedule 1.

Income from sources outside Wisconsin Fill in the income received from sources outside Wisconsin that was excluded from Wisconsin taxable income.

Example: While a nonresident of Wisconsin, you sold property located outside Wisconsin on the installment basis. In 2001 you are a Wisconsin resident. The gain on the sale of the property sold while you were a nonresident is not taxable to Wisconsin. However, it must be included on line 9 of Schedule 1.

10 Resident manager's rent reduction, clergy housing allowance, and nontaxable Native American income Fill in the amount that a resident manager's rent is reduced in return for services, the nontaxable housing allowance provided to a member of the clergy, and the total amount of nontaxable income of a Native American.

■ Lines 11b Through 11h – Other Income

Fill in all other income received in 2001 from any of the sources indicated. If you are married, combine the incomes of both spouses and fill in the totals for each category. Do not include amounts already included on line 9, 10a, or 10b.

- 11b Unemployment compensation Fill in the total amount of unemployment compensation received in 2001 that was not included elsewhere. Both taxable and nontaxable unemployment compensation must be included in household income.
- 11c Social security, SSI, and railroad retirement Fill in the total amount of social security and railroad retirement benefits received in 2001. Include amounts deducted for Medicare premiums (\$50.00 per person per month, or \$600.00 for the entire year).

Include supplemental security income (SSI) and any social security death benefit (\$255) received. "SSI" includes federal SSI payments, the additional "State SSI" payments, "SSI-E" (supplemental security income-exceptional needs payments), and "Caretaker Supplement" payments.

Do NOT include social security or SSI payments to your children, or Title XX benefits (payments for services).

If you or your spouse are age 65 or over and received no social security, SSI, or railroad retirement benefits in 2001, attach a note stating that you did not receive any income from any of these sources.

 11d Scholarships, fellowships, grants, and military compensation Fill in the total amount received in 2001 for NONTAXABLE scholarship and fellowship income (for example, books or tuition), educational grants, or military benefits (for example, basic quarters and subsistence allowances, VEAP payments, or G.I. Bill benefits). Do not include student loans or amounts included elsewhere.

Note: If scholarship or fellowship income is included on line 9 of Schedule H, and all or any portion of that same income was also included in household income on your 2000 homestead credit claim, you may subtract the amount included in 2000 household income from your 2001 household income. Fill in the amount as a negative number on line 11d, and reduce your 2001 household income by this amount.

 11e Pensions and annuities Fill in the GROSS amount of ALL pensions and annuities received in 2001 and not included elsewhere. Include veterans' pensions, disability payments, any amounts you contributed to a pension fund, and nontaxable IRA, Keogh, SEP, and SIMPLE distributions. Both taxable and nontaxable amounts must be included in household income.

Exceptions: Do not include rollovers (amounts transferred from one plan to another), or tax-free Section 1035 insurance contract exchanges.

If all or a part of a pension or annuity distribution in 2001 includes a rollover amount or a tax-free exchange, write "Rollover" or "Tax-Free Exchange" near line 11e, and attach a copy of federal Form 1099-R.

Determine the amount to fill in on line 11e as follows:

1.	Total amount received in 2001	
2.	Total amount reported on line 9 or 10b	
3.	Rollover or tax-free exchange	
	Line 1 minus lines 2 and 3. Fill in this	

Example: In 2001, you received pension income of \$3,500, \$2,700 of which is taxable income and is included on line 9. No portion of the \$3,500 was a rollover. Fill in \$800 (\$3,500 - \$2,700) on line 11e.

- 11f Workers' compensation, income continuation, and loss of time insurance Fill in the total amount received in 2001 from these sources.
- 11g Support money and maintenance payments
 Fill in the total amount of any court ordered support
 payments received in 2001, including child support
 and family maintenance, but not foster care, voluntary support, or amounts included elsewhere.
- 11h Wisconsin Works (W2), county relief, and other cash public assistance Fill in the total amount of any Wisconsin Works (W2) payments, county relief payments, and other cash public assistance payments (such as kinship care payments and adoption assistance) received in 2001. Do not include the following: a prior year's homestead credit; nontaxable foster care; gifts; food stamps; nontaxable community options program (COP) payments; or fuel or energy assistance paid to a fuel supplier or utility, or provided under the federal Low-Income Home Energy Assistance Act.

If you received Wisconsin Works (W2) or county relief payments, you may need to fill in Schedule 4 on back of Schedule H. See paragraph 5 under "Exceptions: Homeowners and/or Renters," on page 10.

• Repaid amounts Nontaxable income that was included in household income in a prior year and was required to be repaid in 2001 may be subtracted from household income on your 2001 Schedule H. Subtract the amount repaid on the income line of Schedule H to which the repayment relates (fill in the amount as a negative number). Attach an explanation indicating the amount of the repayment and the year it was included on a homestead credit claim.

Example: You filed a 2000 Schedule H and reported \$8,000 of social security benefits received in 2000. In 2001, you received social security benefits of \$9,000 but were required to pay back \$3,000 of the benefits you received in 2000. On line 11c of the 2001 Schedule H, fill in \$6,000, the social security received in 2001 (\$9,000) less the amount repaid (\$3,000).

■ Lines 12a Through 12c - Total Household Income

- 12a Fill in the total of lines 9 through 11h.
- **12b** You may claim a "dependent deduction" by filling in the number of "qualifying dependents" and multiplying that number by \$250.

A qualifying dependent is a person who: a) is or may be claimed as a dependent on your **federal** income tax return; and b) occupied your (the claimant's) homestead for more than six months during 2001. A dependent is considered to have occupied your homestead during temporary absences for reasons such as school, illness, or vacations.

The six months' occupancy requirement is considered to have been met if: a) the dependent was born or died during 2001 and occupied your homestead during the entire time he or she lived in 2001; or b) during 2001 the dependent was adopted by you, was placed with you for adoption, or became your stepchild, and he or she occupied your homestead from that date to the end of 2001.

Caution: The term "dependent" does NOT include you or your spouse. Do not count yourself or your spouse in the number you fill in on line 12b.

• 12c Subtract the amount on line 12b from the amount on line 12a, and fill in the total on line 12c. This is your total household income.

■ Note

If you have very little or no household income to report on Schedule H, attach a note explaining how you paid your rent or property taxes. If you received loans (including student loans) or gifts, indicate the approximate amount received, but do not include these in household income.

Lines 13 Through 15 – Taxes and/or Rent

■ Line 13 – Homeowners

If you or you and your spouse lived in your homestead during all of 2001 and were the sole owner(s), fill in on line 13 the net property taxes from your 2001 property tax bill(s) (payable in 2002 - the taxes do not have to be paid to claim the credit). "Net property taxes" means the net taxes after state aids, school tax credits, and the lottery and gaming credit (if applicable). Net property taxes do NOT include special assessments or charges, delinquent interest, or woodland, forest croplands, or managed forest land taxes.

Attach to your Schedule H a legible copy of the 2001 property tax bill(s) (payable in 2002) for your homestead, or a computer printout signed by the county or municipal treasurer. A mortgage statement, canceled check, installment tax stub, money order receipt, or unsigned computer printout cannot be accepted.

The property tax bill copy or computer printout must show the year, name of the owner(s), assessed value of land and improvements, legal description or property address, and taxes before and after state aids and credits, and it must have lines for special assessments and for the lottery and gaming credit.

Exception In certain cases you must reduce your net property taxes or attach additional information. See the exceptions below and on pages 9 and 10.

Exceptions: Homeowners (also see "Exceptions: Homeowners and/or Renters," on pages 9 and 10)

- 1. If there are names on the property tax bill other than yours (or your spouse's if you were married and lived together during all of 2001), attach a **copy** (not the original) of a document showing your ownership percentage or life estate. The document could be a deed, land contract, divorce judgment, final judgment in an estate, or trust instrument. Also see paragraph 2.
- 2. If you owned your homestead with others in 2001, use only that portion of the net property taxes that reflects your percentage of ownership, unless one of the following situations applies.
 - a) If the other owner was your spouse who lived with you during all of 2001, you may use all of the net property taxes.
 - b) If the other owner did not live in the homestead and you paid or will pay all the property taxes, use the portion of taxes reflecting your ownership percentage on line 13, and use the other owner's share of taxes on line 14c (as rent).
 - c) If you inherited a partial ownership interest and are **required** by the terms of the decedent's will to pay all the property taxes, you may use all the property taxes from the date of death. Submit a copy of the will to verify the requirement.
- 3. If you owned and lived in a mobile home in 2001, fill in on line 13 the net property taxes from your 2001 personal property tax bill (payable in 2002). Write "mobile home" on the property tax bill. If you owned the land on which your mobile home was located, fill in the 2001 net property taxes for the land. Also fill in on line 13 any 2001 municipal mobile home parking permit fees you paid to the municipality (or to the owner of the land if you rented the land).
- 4. If you submit two or more property tax bills for one homestead, attach a drawing showing the description, size, and location of each parcel.

- 5. If the property tax bill for your homestead does not show any lottery and gaming credit, do one of the following:
 - a) If you received or will receive a lottery and gaming credit separately, subtract the credit from the amount shown on your property tax bill and include only the net amount on line 13. Attach a note indicating the amount of the lottery and gaming credit.
 - b) If you did not and will not receive a lottery and gaming credit on your homestead for 2001, attach a note stating that you are not receiving a lottery and gaming credit for 2001.

■ Line 14 – Renters

If heat was included in your rent, fill in the amount from line 13a of your rent certificate(s) on line 14a of Schedule H. Fill in 20% (.20) of that amount on line 14b.

If heat was not included in your rent, fill in the amount from line 13a of your rent certificate(s) on line 14c of Schedule H. Fill in 25% (.25) of that amount on line 14d.

DO NOT CHANGE any of the information on the rent certificate your landlord has prepared for you. The department will not accept altered rent certificates. If any information has been or needs to be changed, your landlord must prepare a new rent certificate.

Attach to your Schedule H the rent certificate(s) completed and signed by your landlord(s). A separate rent certificate must be attached for each homestead for which you are claiming 2001 homestead credit. Only rent paid for 2001 may be used in determining your homestead credit.

Exception In certain cases you must reduce your rent or attach additional information to your Schedule H. See the exceptions below and on page 10.

Exceptions: Renters (also see "Exceptions: Homeowners and/or Renters," on pages 9 and 10)

- 1. If the number of occupants on line 11d of the rent certificate is more than one (your spouse and minor children should **not** be included), and each occupant did not pay an equal share of the rent, fill in the shared living expense schedule on the bottom of the rent certificate, to compute your allowable rent paid for occupancy only.
- 2. If your landlord will not sign your rent certificate, complete lines 1 through 13b on the rent certificate. If food or services were provided by your landlord, indicate what items were provided and fill in your estimated value of these items on line 12. If these items were not provided, fill in -0- on line 12 .Check

- the box on the rent certificate, above line 1. Attach it, along with copies of each canceled check or money order receipt you have to verify your rent.
- 3. Only rent paid for a homestead subject to property taxes may be claimed, unless the property is owned and operated by a municipal housing authority created under sec. 66.1201, Wis. Stats., that makes payments in lieu of property taxes to the municipality.
- 4. If in 2001 you rented a mobile home, or the land on which it was located, attach a completed rent certificate. On line 14a or 14c of Schedule H, fill in the rent from line 10b or 13a of the rent certificate. As a renter of a mobile home, any mobile home taxes, mobile home parking permit fees, or municipal fees you paid may only be claimed as rent.

Exceptions: Homeowners and/or Renters

- 1. If during 2001 you were separated from your spouse, you became married or divorced, or your spouse died, read the "Special Instructions" on pages 11 and 12 before you complete line 13 or 14.
- 2. If you moved during 2001, do each of the following that apply:
 - a) Attach a schedule listing the address of each dwelling and the dates you lived there in 2001.
 - b) Claim the prorated property taxes or rent for the time you occupied each dwelling in 2001. If you are claiming less than 12 months of property taxes and/or rent, attach a note explaining where you lived for the balance of 2001.
 - c) Do not claim more than 12 months of property taxes and/or rent. If you paid property taxes and/or rent for two dwellings for the same time period, claim only the amount for where you actually lived.
 - d) If you owned your homestead, claim only the portion of property taxes prorated for the time you both owned and occupied it. If you sold your homestead in 2001, attach a copy of the closing statement to verify the date of sale (also see the income instructions for line 4 of Schedule 1, on page 6).
 - e) If you paid rent for more than one homestead for 2001, attach a separate rent certificate for each homestead.
 - f) If you have moved from a homestead you owned to tax-exempt housing, see paragraph 8 below.
- 3. If your home or property was not used solely for personal purposes while you lived there and was not part of a farm (see definition E.2 on page 4), you must allocate property taxes or rent between personal use and: a) business or rental use for which a deduction is allowed or allowable for federal tax purposes; or b) a separate unit occupied by others rent free. Complete

Schedule 3 on back of Schedule H; claim only the personal portion of property taxes or rent on line 13 or 14.

Examples of part business use include 1) having a store or office on the same property as your home, 2) using one room of your home exclusively for storing products you sell, and 3) providing child care for others in your home.

Example: During 2001 you owned a triplex and lived in one of the three equal-sized units; net property taxes were \$3,000. Claim \$1,000 of property taxes (one-third of \$3,000) on line 13, whether the other units were rented out, available for rent, or used by others rent free.

Example: In 2001 you used one room of your five-room house exclusively for business; net property taxes were \$1,500. Since one-fifth of the total property taxes are for business use, claim \$1,200 of property taxes (four-fifths of \$1,500) on line 13.

- 4. If your home was on more than one acre of land and was not part of a farm, you may claim only the property taxes or rent on your home and one acre of land. Homeowners: complete Schedule 2 on back of Schedule H. Renters: attach a statement from your landlord, indicating the amount of rent for your home and one acre of land.
- If for any month of 2001 you received either: a) a Wisconsin Works (W2) payment of any amount; or b) county relief of \$400 or more, fill in Schedule 4 on back of Schedule H to compute your reduced property taxes or rent.
- 6. If your home was part of a farm, you may claim property taxes or rent on up to 120 acres of land adjoining your home, and all improvements on those 120 acres. Do not claim property taxes or rent for more than 120 acres of land or for land that does not adjoin your home.
- 7. If your home or property was not part of a farm but was on more than one acre of land and was used partly for purposes other than personal use, as described in paragraph 3, you must complete both Schedule 2 and Schedule 3 on back of Schedule H. Fill in the amount from line 9 of Schedule 2 on line 1 of Schedule 3.
- 8. If you have moved from a homestead that you owned to tax-exempt housing and have tried to sell your former homestead, you may claim the property taxes while you still own it, for up to 12 months after you moved, provided: a) the tax-exempt housing you moved to is not a municipal housing authority making payments in place of taxes, or a correctional or detention facility; and b) you do not rent or lease your former homestead to another person.

If your claim is based on this provision, attach a complete explanation, indicating that you have not rented or leased the homestead, the date you moved to the tax-exempt housing, and what attempts were made to sell the homestead.

9. If you file a federal Schedule C, C-EZ, or E, list on each schedule the address of each business or rental property.

Lines 16 Through 19 – Credit Computation

Refer to the 2001 Homestead Credit Computation Tables A and B on pages 13 and 14 to determine your homestead credit. If you want the Department of Revenue to compute your credit, do not complete these lines. The department will notify you of the amount of your credit.

Sign and Date Your Claim

Be sure you (and your spouse if residing together) sign and date your Schedule H, at the bottom. If you are filing your tax return and Schedule H electronically, sign and date the Form 8453W or 8453W-OL.

A homestead credit claim may not be signed for or filed on behalf of a deceased person. The claimant must be living at the time the claim is filed.

How to Assemble

Before you assemble your Wisconsin income tax return (if you are filing one) and homestead credit claim, make a complete copy, and keep the copy for your records. Assemble the tax return and homestead credit claim, IN THE FOLLOWING ORDER, all stapled together:

- Wisconsin income tax Form 1, 1A, or 1NPR* (see "How, When, and Where to File" on page 3, Part B.1, paragraph 3, if you already filed your tax return or are filing it separately from your Schedule H)
- · Schedule H
- Completed 2001 rent certificate(s) and/or copy of 2001 property tax bill(s) (payable in 2002)
- · Other homestead credit notes, schedules, etc.
- Other Wisconsin schedules* (e.g., Schedule WD or I)
- Wage statements*
- Copy of federal income tax return and schedules* (not necessary if Wisconsin return is a Form 1A)
 - *Omit if no Wisconsin income tax return is filed.

Checklist

To avoid delays in receiving your refund, see the checklist and the section titled "Don't Delay Your Refund" on the front cover.

Note: The following instructions do not apply if you were single during all of 2001, or if you were married and resided with your spouse during all of 2001.

The Special Instructions on pages 11 and 12 apply to you only if during 2001 you were separated from your spouse for all or part of the year, you became married or divorced, or your spouse died. It is not necessary to read all 5 Parts of the Special Instructions; refer only to the Part or Parts that pertain to your situation.

In these Special Instructions, "your own income" or "your own marital property income" means income or marital property income generated by your services and property. "Your spouse's income" or "your spouse's marital property income or marital property income generated by your spouse's services and property.

For more information about Wisconsin's marital property law or about other terms used in these Special Instructions, such as "notification," "marital property" income, "nonmarital property" income, and "individual property," refer to Publication 109, "Tax Information for Married Persons Filing Separate Returns and Persons Divorced in 2001," which is available at any Department of Revenue office.

Part 1 Married but Separated ALL of 2001 (including one spouse in a nursing home)

- a) Neither spouse notified the other of income If you and your spouse were married but you lived apart during the entire year, and neither spouse notified the other of marital property income, report all of your own household income on Schedule H, and none of your spouse's income. Compute property taxes and/or rent as explained under "Taxes/Rent" in Part 2.
 - Attachments Attach a statement indicating that you and your spouse did not reside together at all in 2001, and that neither you nor your spouse notified each other of marital property income.
- b) One or both spouses notified other spouse If you and your spouse were married but you lived apart during the entire year, and either you or your spouse (or both) notified each other of marital property income, see Part 2 instructions.

Part 2 Married but Separated PART of 2001 (including one spouse in a nursing home)

Income – If you and your spouse were separated for part of 2001, compute household income as follows:

a) For the time you were married and living with your spouse in 2001, include all of the income of both you and your spouse.

- b) For the time you were married but living apart in 2001, compute household income under Wisconsin's marital property law. Under marital property law, you must report all of your own nonmarital property income and none of your spouse's nonmarital property income. The amount of marital property income you must report depends on whether you or your spouse notified each other of the amount and nature (type) of marital property income each of you generated during that time, as follows:
 - If you did not notify your spouse, report all of your own marital property income. If you did notify your spouse, report one-half of your own marital property income.
 - If your spouse did not notify you, report none of your spouse's marital property income. If your spouse did notify you, report one-half of your spouse's marital property income.

Exceptions: The marital property law does not apply during any time your spouse was not domiciled in (was not a resident of) Wisconsin.

A marital property agreement or unilateral statement has no effect in computing your household income.

If you received a "community spouse income allowance" under the Spousal Impoverishment Program, that income is not includable in your household income.

Taxes/Rent – You may claim your combined property taxes and/or rent for the time you lived together in 2001, plus only your own property taxes and/or rent for the balance of 2001.

CAUTION: Your home is presumed to be marital property. If you contend its classification is something else (such as individual property), you must provide proof of that classification; see Attachment d) instructions.

If your home is marital property, you paid all of the 2001 property taxes, and you lived in that home while living apart from your spouse, one-half of the property taxes for that portion of the year must be treated as rent.

Example: You lived apart from your spouse for the last 3 months of 2001. Your home is marital property and you paid all of the 2001 property taxes (\$1,200). Include on line 13 the combined property taxes of you and your spouse for the 9 months you lived together (\$900). The property taxes you paid for the 3 months you lived apart (\$300) must be treated as though one-half was rent; include one-half (\$150) as property taxes on line 13 and the other one-half (\$150) as rent on line 14c.

Attachments – All of the following items must be attached:

- a) A statement indicating the dates you were married and living with your spouse in 2001, and the dates you were married but living apart from your spouse in 2001.
- b) A statement indicating whether you notified your spouse, and whether your spouse notified you, of the amount and nature (type) of your respective marital property income.
- c) A schedule listing and identifying income as follows:
 - For the time you were married and living together during 2001, all of the income of both you and your spouse.
 - 2. For the time you were married but living apart during 2001
 - All of your own income (if you did not notify your spouse of your marital property income).
 - Your own nonmarital property income and onehalf of your own marital property income (if you notified your spouse of your marital property income).
 - One-half of your spouse's marital property income (if your spouse notified you of his or her marital property income).
- d) Information to prove the property is not marital property (if you claim all the property taxes), such as:
 - 1. A copy of the deed or other ownership verification.
 - 2. A statement of how it was acquired (purchase, gift, etc.), and the date.
 - A listing of the source of funds used to pay for improvements and mortgage/loan payments since January 1, 1986.

Part 3 Marriage Took Place in 2001

Income – Include your own income for all of 2001, plus your spouse's income from the date of the marriage to December 31, 2001.

Taxes/Rent – You may claim your own property taxes and/or rent for the period of 2001 prior to your marriage, plus your combined property taxes and/or rent from the date of your marriage to December 31, 2001.

Attachments – All of the following items must be attached:

a) A schedule showing the computation of your household income.

- b) A statement indicating the dates you resided together during 2001.
- c) A schedule showing what share of living expenses (rent, food, utilities, supplies, and other household expenses) you each paid prior to your marriage (if you paid rent and resided together during that time).

Part 4 Divorce Took Place in 2001

Income – Compute household income as follows:

- a) For the time you were married and living with your spouse in 2001, include all of the income of both you and your spouse.
- b) For the time you were married but living apart in 2001, compute household income under Wisconsin's marital property law, as explained in paragraph b) of the "Income" instructions in Part 2.
- c) For the time you were not married in 2001 (after your divorce), report only your own income.

Taxes/Rent – You may claim your combined property taxes and/or rent for the time you lived together in 2001, plus only your own property taxes and/or rent for the balance of 2001. See the "CAUTION" in the "Taxes/Rent" instructions in Part 2.

Attachments – All of the following items must be attached:

- a) All the items listed in the "Attachments" section in Part 2.
- b) A schedule of your own income for the time you were not married in 2001 (after your divorce).
- c) A complete copy of the divorce judgment, including the final stipulation or marital settlement agreement (if you claim all the property taxes for the time after the divorce).

Part 5 Spouse Died in 2001

Income – Include your own income for all of 2001, plus your spouse's income up to the date of death.

Taxes/Rent – You may claim your combined property taxes and/or rent up to the date of death, plus your own property taxes and/or rent for the balance of 2001.

Attachments – Attach a statement indicating the date of your spouse's death.

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410 420 332 910 920 732 1,410 1,420 1,132 420 430 340 920 930 740 1,420 1,430 1,140 430 440 348 930 940 748 1,430 1,440 1,148 440 450 356 940 950 756 1,440 1,450 1,156 450 460 364 950 960 764 1,450 or more 1,160 460 470 372 960 970 772 772 772 770 480 380 970 980 780 <td>390</td> <td>400</td> <th>316</th> <td>890</td> <td>900</td> <td>716</td> <td>1,390</td> <td>1,400</td> <td>1,116</td>	390	400	316	890	900	716	1,390	1,400	1,116
420 430 340 920 930 740 1,420 1,430 1,140 430 440 348 930 940 748 1,430 1,440 1,148 440 450 356 940 950 756 1,440 1,450 1,156 450 460 364 950 960 764 1,450 or more 1,160 460 470 372 960 970 772 772 772 770 480 380 970 980 780									
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470 480 380 970 980 780 480 490 388 980 990 788		470	372				1,430	or more	1,100
480 490 388 980 990 788	470	480	380	970	980	780			
490 500 396 990 1,000 796						788			
	490	500	396	990	1,000	796			