

Attention Applicant:

To proceed with your 2025 applications, please submit the following documents:

Complete and sign the application on both the front and back of all application(s).

1. Provide a copy of your 2024 income for all owners and spouse:

- W-2 form
- Interest/dividend statement
- Bank statement confirming SSA/SSI direct deposit amount
- Tax Return
- SSA-1099 form
- VA benefit statement
- Other benefit letters from Social Security

2. A copy of the applicant's Driver's License or ID for each party listed on the deed.

3. Copy of the Death Certificate of deceased owners, spouse, or Divorce Decree.

4. 100% Disabled Veterans and Widow(er) no income verification required.

Important Notes:

- Sign the back of your application(s). If applications are not signed and dated, the application cannot be processed.
- Mail all documents in the enclosed envelope before 8/22/2025 to avoid interest on unpaid taxes by 8/31/2025.

For more information, you can contact the City of Memphis Finance Office at (901) 522-1111 or visit City Hall, 125 N. Main St, Suite 375, Memphis, TN 38103.

For additional assistance, please call 901-569-4367 to schedule an appointment at Memphis City Employee Credit Union, 3617 Winchester Road.