

**REQUEST FOR RESIDENTIAL LEGAL CLASS CHANGE**

Parcel ID or Account # \_\_\_\_\_ Owner(s) \_\_\_\_\_

Property Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

To update the Assessor Records with the above mailing address, please check here:

☐

Phone \_\_\_\_\_ Email \_\_\_\_\_

**Please check the applicable classification (select only one):**

- ☐ **Primary Residence (3.1):** Owner's one and only main residence, no matter how many homes are owned within or outside the state of Arizona. You can have only one primary residence per A.R.S. § 42-12053 (A). Proof of residency required.
- ☐ **Primary Residence of Qualified Family Member (3.2):** Owner's family member's one and only main residence per A.R.S. § 42-12053 (B). Proof of residency required.
- ☐ **Primary Residence also Rented/Leased (3.3):** Owner's one and only main residence, who also uses the property to lease or rent to lodgers. Proof of residency required.

**Copy of ONE of the following three proof of primary residency supporting documents:**

- Driver's License - must show occupant's name **and** the property address.
- Voter Registration Card - must show occupant's name **and** the property address.
- Portion of your last Federal or State Tax Return - please do not send entire form, only name and address section. If providing a tax return, you must provide a **secondary form** of documentation such as a Motor Vehicle Registration **OR** utility bill - must show occupant's name **and** the property address.

- ☐ **Non-Primary Residence (4.1):** Used for residential purposes that does not qualify for primary residence and is not used solely as a residential rental.
- ☐ **\*Residential Rental or Leased Property (4.2):** Used for residential purposes that does not qualify for primary residence and is solely used as a \*residential rental.
- ☐ **OTHER:** \_\_\_\_\_

*I affirm, under penalty of perjury, that the information I have provided is a true and correct statement of the facts pertaining to the use of the above property.*

Print Owner(s) Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**\* THIS FORM WILL NOT REGISTER YOUR PARCEL AS A RESIDENTIAL RENTAL PROPERTY.**

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NOTE: Pursuant to A.R.S. § 33-1902, rental properties are required to be registered with the Assessor. To register your parcel as a residential rental property in Maricopa County, complete the Residential Rental application online through our customer portal at [mcassessor.maricopa.gov](http://mcassessor.maricopa.gov).

Return your completed form with supporting documentation to our office by one of the following available options:

**Email:** [ASR-LCV@Maricopa.gov](mailto:ASR-LCV@Maricopa.gov)

**Drop off in-person or Mail:**

Attn: LCV  
Maricopa County Assessor  
301 W Jefferson St. Phoenix, AZ 85003

**Fax:** 602-372-8900

**A.R.S. § 42-12053.** Criteria for distinguishing primary residential property, secondary residential property, and rental property.

A. For the purpose of classifying residential property under A.R.S. § 42-12003, 42-12004, and 42-12052, a parcel is not considered a secondary property or rental property if the property is occupied by one of the following eligible family members:

1. The owner's natural or adopted child or a descendant of the owner's child.
2. The owner's parent or an ancestor of the owner's parent.
3. The owner's stepchild or stepparent.
4. The owner's child-in-law or parent-in-law.
5. The owner's natural or adopted sibling.

B. For the purpose of classifying owner-occupied residential property under A.R.S. § 42-12003, 42-12004, and 42-12052, the department shall adopt standard criteria for use in determining whether the property is considered to be the owner's or relative's primary residence, including:

1. The period of occupancy each year.
2. The owner's registered voting precinct.
3. The owner's driver license address.
4. The registration address of the owner's motor vehicles.
5. Other appropriate indicators of primary residency.