



# TAX INCREMENT ADJUSTMENT WORKSHEET

**DR-420TIF  
R. 06/08**

Rule 12DER08-18  
Florida Administrative Code  
Effective 06/08

Year	County
Principal Authority	Taxing Authority
Community Redevelopment Area	

**SECTION I Completed by the Property Appraiser**

1.	Current year taxable value in the tax increment area	\$	(1)
2.	Base year taxable value in the tax increment area	\$	(2)
3.	Current year tax increment value (Line 1 minus Line 2)	\$	(3)
4.	Prior year taxable value	\$	(4)
5.	Prior year tax increment value (Line 4 minus Line 2)	\$	(5)

<b>SIGN HERE</b>	<b>Property Appraiser Certification</b>		
	I certify the values above are correct to the best of my knowledge.		
	Signature of Property Appraiser	Date	

**SECTION II To be completed by taxing authority. Please complete either Line 6 or Line 7, as applicable. Do NOT complete both.**

6.	If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:		
6a.	Enter the proportion on which the payment is based.	%	(6a)
6b.	Dedicated increment value (Line 3 multiplied by the percentage on Line 6a)	\$	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	\$	(6c)
7.	If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:		
7a.	Amount of payment to redevelopment trust fund in prior year	\$	(7a)
7b.	Prior year operating millage levy (Form DR-420, Line 11)	\$	per \$1000 (7b)
7c.	Taxes levied on prior year tax increment value (Line 5 multiplied by Line 7b, divided by 1,000)	\$	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value (Line 7a divided by Line 7c)		% (7d)
7e.	Dedicated increment value (Line 7d multiplied by Line 3)	\$	(7e)

<b>SIGN HERE</b>	<b>Taxing Authority Certification</b>		
	I certify the calculations, millages, and rates are correct to the best of my knowledge.		
	Signature of Chief Administrative Officer	Date	
	Title	Physical Address	
	Mailing Address	Name of Contact Person	
	City, State, ZIP	Phone #	Fax #

## TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, Certification of Taxable Value, to all taxing authorities who make payments to a redevelopment trust fund under:

- Section 163.387(2)(a), Florida Statutes or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

“Tax increment value” is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- S. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

“Dedicated increment value” is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

“Specific proportion,” used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

Example 1 Section.163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.

Example 2 Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year’s payment and tax increment value to reach the current year’s dedicated increment value.

### Section I: Property Appraiser Instructions

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each tax increment value. Send a copy to each taxing authority with the form DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately send the original to:

Florida Department of Revenue  
Property Tax Oversight Program – TRIM Section  
Post Office Box 3000  
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

### Section II: Taxing Authority Instructions

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with Form DR-420 within 35 days of certification. Send one copy to your tax collector.

#### Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopment trust fund is a specific proportion of the tax increment value. Complete Line 7 if the payment is based on a calculation other than a specific proportion. Do not complete both Lines 6 and 7.

**ALL FORMS FOR TAXING AUTHORITIES ARE AVAILABLE ON OUR WEBSITE AT**  
**<http://dor.myflorida.com/dor/property/maxmillage.html>**