



City of Pinole Utility Users' Tax Exemption Application
 CITY of PINOLE - Finance Department - 2131 Pear Street - Pinole CA 94564
 (510) 724-9823 phone • (510) 724-9826 fax • Finance@ci.pinole.ca.us
 (Please see the other side for additional information)

Name (As It Appears On Account):	Service Address Street:
Social Security Number (Last 4 Only:)	City/State/Zip:
Day Phone:	Number of Persons in Household (including Applicant, Family Members & Roommates):

Account Numbers for Utility User Tax Exemption (must include account numbers for exemption):

Utility Type	Name of Utility Supplier	Name on Account	Account Number
Gas			
Electric			
Telecommunication			
Mobile			

<u>Resident Information (Applicant, Family Members, Roommates)</u>			<u>Total Gross Income</u> (Enter MONTHLY amount; MUST INCLUDE DOCUMENTATION FOR EACH INCOME SOURCE)						
Name:	Age	Relationship to Applicant	Gross Wages	Interest/Dividends	SSI Benefit	Pensions	Public Assistance	Rental Income & Other Income	Total

<i>I certify under penalty of perjury that the information supplied on this document is true and correct. I request a refund of any credit balance that may result from this application.</i>		Total Monthly Income	
		Total Annual Income	

X <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <i>Head of Household Signature</i> <i>Date</i> </div>	Received by: Approved by:
Date Received:	

Please remit in person, or by mail/fax/email to:

City of Pinole - Finance Department

Note: The City may conduct an annual review to verify continued eligibility for this exemption.

UTILITY USERS' TAX EXEMPTION GUIDELINES FOR CITY OF PINOLE LOW-INCOME RESIDENTS ONLY

What is the Utility User Tax Exemption Section 3.26.150 (C) subsection (2) of the Pinole Municipal Code authorizes the Tax Administrator to certify service users as exempt from paying Utility Users Tax if eligibility requirements of PMC Section 3.26.150 (A or B) are met.

Who is eligible Exemptions from the tax are provided to: (1) Persons who receive aid to families with dependent children (AFDC); (2) Persons who receive Veterans' and Veterans survivor pension benefits; (3) Persons on Supplemental Security Income or State Supplemental Payments (SSI/SSP); and, (4) Persons who receive food stamps. In addition, you may be granted an exemption if your household's combined annual gross income is equal to or less than the limits set by City Council resolution. The household exemption thresholds are based on the State Public Utility Commission's CARE Program. Eligibility requirements and refunds are issued only to persons whose names are on the utility bill.

Household Income Limits

Number of Persons	Combined Household Gross Income Limit* – 2018 <small>*updated annually</small>
1-2	\$32,920
3	\$41,560
4	\$50,200
5	\$58,840
6	\$67,480
7	\$76,120
8	\$84,760
9	\$93,400
10	\$102,040
Each additional person, add	\$8,640

What is counted as household gross income? "Gross Income Limit" includes the total income of every person residing at the address listed on the application (family and roommates). You must provide documentation for each person's income. Your application will not be processed without the documentation verifying the gross income of all inhabitants.

You must include income from every source, before deductions, whether taxable or non-taxable, including but not limited to: wages, salaries, interest, dividends, spousal or child support payments, public assistance, social security, pensions, as well as any income from self-employment, including rental property income.

How to apply? If you meet the eligibility requirements, please complete the application on the reverse side and submit it along with a copy of your identification and Income Verification support documents.

Examples of acceptable forms of documentation include:

- Copy of IRS return for the previous year (first page only showing gross income)
- Copy of AFDC or Welfare Aid Verification with amount of benefit
- Copy of disability check or statement for amount of benefit
- Copy of a recent SSI and/or Social Security check or copy of a recent Bank Statement (if you have direct deposit)
- Copy of a recent pay stub(s) for any earned income

These are examples of documentation; we do not need one of each. All that is necessary is enough documentation that will verify the amount of income you list on the reverse side of the application.

Please do not send original documents, they will not be returned.

Completed applications along with support documentation may
be brought, mailed or faxed to:

City of Pinole
Attention: Finance Department - Tax Administrator
2131 Pear Street
Pinole, CA 94564

Finance@ci.pinole.ca.us

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