

**CITY OF COVINA  
INFORMATION FOR UTILITY USER'S TAX**

1. YOU MAY QUALIFY FOR EXEMPTION FROM THE UTILITY USER'S TAX IF YOU MEET THE INCOME GUIDELINES AND PROVIDE THE NECESSARY DOCUMENTATION. (SEE BELOW)
2. YOU MAY FILE AN APPLICATION AT ANYTIME DURING THE YEAR, HOWEVER, PLEASE ALLOW AT LEAST 60 DAYS FOR THE CITY AND UTILITY COMPANIES TO PROCESS YOUR EXEMPTION.
3. YOU WILL RECEIVE THE YELLOW COPY OF YOUR APPLICATION STAMPED "APPROVED" AS YOUR CONFIRMATION OF APPROVAL.
4. UPON APPROVAL, **THE UTILITY COMPANIES LISTED ON YOUR APPLICATION** WILL BE NOTIFIED OF YOUR EXEMPT STATUS. PLEASE REMEMBER TO INCLUDE ANY CELL PHONE COMPANIES YOU USE.
5. ANY TAX PAID PRIOR TO APPROVAL IS **NOT** REFUNDABLE.
6. YOUR APPLICATION WILL BE IN EFFECT FOR THE CURRENT FISCAL YEAR ONLY. YOU MUST REAPPLY YEARLY. THE FISCAL YEAR IS FROM JULY 1 AND ENDS JUNE 30 OF THE FOLLOWING YEAR.

HOUSEHOLD SIZE	MAXIMUM INCOME FROM ALL SOURCES
1	26,550
2	30,300
3	34,100
4	37,900
5	40,950
6	43,950
7	47,000
8	50,050

ACCEPTABLE DOCUMENTATIONS (PLEASE SUBMIT **ALL** THAT IS APPLICABLE)

- a) Income Tax Return filed FOR 2007
- b) Form SSA-1099 Social Security Benefit Statement
- c) SSI Forms
- d) Interest Income
- e) Other