ALBANYCALIFORNIA

City of Albany



April 27,2016

RE: Application For Low Income Parcel Tax Exemption & Renter Rebate - Submit By June 1, 2016

The ordinances imposing three City of Albany parcel taxes, Library Services (1994) Library Services (2006); and the City of Albany Street Paving and Storm Drain Facility Improvement Parcel Tax (2006) provide for exemptions for low-income residents. In recognition of the potential hardship these taxes could have on very low-income families, an exemption is available for qualifying "very low-income" homeowners, and the Library Services taxes also have a provision for a rebate to qualifying "very low-income renters".

The City Council will determine the actual rates at a future meeting. The following shows the estimated maximum rate for an equivalent Single Family Unit.

Parcel Taxes Eligible For Exemption	Fiscal Year 2016-17 Maximum Rate
Library Services Act of 1994 (Measure N)	\$73.96
Supplemental Library Services Act of 2006 (Measure G)	\$30.61
Albany Street Paving and Storm Drain Facility Improvement Tax (Measure F - 2006)	\$122.46

The City is being assisted by NBS, a firm that processes fees and taxes placed on the property tax bill by the City. Applications will be mailed directly to NBS and you may also call them at 800-676-7516 if there are questions. The process to receive an exemption for very low-income homeowners and the rebate for very low-income renters is described below:

Income Level Qualifying as "Very LowIncome"

Only those homeowners or renters who reside within the City of Albany and whose income qualifies as "very low-income", as defined by the United States Department of Housing and Urban Development, are eligible for this exemption. The limits are based on two factors: 1) the size of your household (the number of persons living at that address); and 2) The combined "Family*" income for the previous calendar year. The current qualifying income levels are:

1	2	3	4	5	6	7	Q
\$34,150	\$39,000	\$43,900	\$48 750	\$52,650	\$56.550	\$60.450	\$64,350
				1 2 3 4 \$34,150 \$39,000 \$43,900 \$48,750 r.org/portal/datasets/il/il/2015/2015summary.odn			

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*The City code defines "Family" to include one or more persons related by blood, marriage or adoption, who are living in a single Residential Unit and maintaining a common household. Family shall also mean all unrelated persons who live together in a single Residential Unit and maintain a common household.

Exemption/Rebate Requests

A "very low-income" homeowner or renter, based on the table above, may request an exemption / rebate (For example if two people reside at an address their 2016 annual income must be less than \$39,000). The following steps should be followed:

- 1. Review whether your household income is below the maximum allowed.
- A signed application is valid only for the year that it is filed. For example, the 2016/2017
 Application is due by June 1, 2016 and it covers taxes levied for the Fiscal year beginning
 July 1, 2016 and ending June 30, 2017.
- The application must be signed and the applicant must certify under penalty of perjury that he/she is eligible for the exemption or rebate. Applicants may be audited and required to submit additional information to verify the income.
- 4. Applications must be mailed and postmarked no later than June 1, 2016:

Mail To:

NBS

Attention: City of Albany Parcel Tax Exemption

32605 Temecula Parkway, Suite 100

Temecula CA, 92592

For questions you may contact the NBS Property Owner Services department toll-free at: (800) 676-7516 or by email at pos@nbsgov.com.

 For Homeowners that are approved an exemption will be recorded and the specific tax will not be included on the 2016/2017 Property Tax bill. Eligible Renters will typically receive a refund / rebate no later than September 30th.

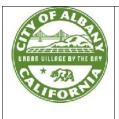
The application for the current homeowner exemption or renter rebate must be postmarked by June 1, 2016. If you have any questions, please contact toll free the Property Owner Services department at NBS (800) 676-7516.

Sincerely,

David Glasser

Finance & Administrative Services Director

and Glasson



APPLICATION LOW-INCOME PARCEL TAX EXEMPTION RENTER REBATE APPLICATION

Please type or print clearly								
(Check the appropriate box))	□ Но	meowner		□ Rer	nter (Library	Services T	ax Only)
Name 1:								
Name 2:								
Property Address:				Apa	irtment or U	Init #:		
Owner Name If Not Applicant:			Par	cel Number	:	(Inf	ormation of	n Tax Bill)
Applicant Contact Phone Numbe	- '			_				
☐ I/We wish to apply for the 201	6/2017 Exe	mption fror	m Library S	ervices Par	cel Taxes (1994 and 20	006 Measu	res).
\square I/We wish to apply for the 201	6/2017 Exe	mption fror	m the Stree	t Paving an	d Storm Dr	ain Tax (Me	asure F-20	06)
RENTERS CHECK BELOW:								
☐ I/We wish to apply for the Ren	iter Refund	for Library	Services P	arcel Taxes	s Exemption	n/Renter Re	bate.	
ALL APPLICANTS MUST #3, AND SIGN / DATE:	ANSWER	R #1 AND	#2, PRO	VIDE RE	QUIRED	DOCUME	NTATIO	N FOR
Household Size: [Equivalent to the number of personal content of the number of personal content of the number of the nu	 sons residir	ng in the ho	ome / unit –	see Progra	m explanat	ion.)		
Household Size	1	2	3	4	5	6	7	8
Maximum Annual "Family"* Income	\$34,150	\$39,000	\$43,900	\$48,750	\$52,650	\$56,550	\$60,450	\$64,350
HUD 2016 Limit From : http://www.hudus	•			•	um Amus	Income Al	20103	
2) My Family Income in the pr		-	r is below	ine waxim	um Annuai	income Al	oove?	

3) Please enclose in a sealed envelope a copy of your most-recently filed Form 1040, 1040A or 1040EZ tax return for all persons residing at the above residence. This form will be stamped and kept "Confidential" and will only be used for determining your income qualification. Please include only the page(s) showing income.

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I/We certify <u>under penalty of perjury</u> under the law of State of California, that the above information is true to the best of my knowledge, and that I qualify as "very low-income" pursuant to the City program requirements. Further, I understand that City may require that I / We submit additional records to verify eligibility.							
Signature 1:		Date					
Signature 2:		Date					
MAIL COMPLETED FORM TO: NBS – Attention: City of Albany Parce 32605 Temecula Parkway, Suite 100 Temecula, California 92592	I Tax Exemption						
(OFFICE USE ONLY) Exemption Granted	Date	NOTE:					