



# E-APPLICATION FOR LOW-INCOME EXEMPTION

FORM 3 – Page 1 of 2

- This form is interactive and may be completed by using the tab key to access each field.
- If submitting by e-mail, you must provide all required documentation in the e-mail with the application.

Please complete this application in its entirety and include all required documentation with your submittal. Incomplete applications may be returned. Please see page 2 for information about the exemption program. **Note: This program DOES NOT apply to the City of Jacksonville residential solid waste fee.**

## SECTION 1: APPLICANT INFORMATION (Must be an owner of the property named in Section 2)

[Office Use Only]  
Application #:

APPLICANT NAME [PLEASE PRINT] \_\_\_\_\_

APPLICANT MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

## SECTION 2: PROPERTY DETAILS (This information may be found on the bill. Must be applicant's primary residence.)

REAL ESTATE NUMBER (xxxxxxx - xxxx) \_\_\_\_\_

PROPERTY STREET ADDRESS  
(i.e., 1234 N. Main St.; no city or zip needed) \_\_\_\_\_

## SECTION 3: PROGRAM ELIGIBILITY

PLEASE SUBMIT ONE OF THE FOLLOWING TO SUPPORT ELIGIBILITY (USE ATTACHMENTS IF SENDING BY E-MAIL):

- (1) PROOF OF GROSS HOUSEHOLD INCOME    --OR--    (2) PROOF OF ASSISTANCE FROM AN AUTHORIZED AGENCY

(1) Gross Household Income\*: \$ \_\_\_\_\_ # in Household:    Adults: \_\_\_\_\_    Minor Children: \_\_\_\_\_

\*Please provide ALL sources of income for all persons living in the residence AND/OR listed as an owner of the property. Sources of income may include but are not limited to: current employment, social security, disability, retirement benefits, child support, rent payments, etc.

Submit as attachment(s) if applying by e-mail

(2) If providing proof of assistance, please submit a letter of guarantee or an application marked "APPROVED" that lists the applicant named on this form as the recipient of the assistance. Assistance must have been received within the current bill service period.

Submit as attachment(s) if applying by e-mail

## \*SECTION 4: ATTEST AND SIGNATURE

By checking the box below, I certify that the information I am providing is true and complete to the best of my knowledge and belief, and that I have fully read and understand the guidelines, terms and conditions listed on both pages of this application.

**\*Required before submitting**      Check to attest: \_\_\_\_\_

<b>OFFICE USE ONLY</b>	<b>DATE RECEIVED</b>	<b>IF NOT APPLYING BY E-MAIL, RETURN COMPLETED APPLICATION AND ALL SUPPORTING DOCUMENTATION TO:</b> Behavioral & Human Services, Attn: Fee Exemptions 1809 Art Museum Dr., Ste 100 Jacksonville, FL 32207
APPROVED? <input type="checkbox"/> YES <input type="checkbox"/> NO		
COMMENTS:		

To qualify for the Stormwater Utility Low-Income Exemption, a property owner must demonstrate that his or her household has an income level to qualify for assistance. By law, the income threshold for eligibility is 150% or less of the current year's federal poverty level, as determined by the U.S. Department of Health and Human Services and published annually in the *Federal Register*.

**2009 INCOME THRESHOLDS**

# Persons in Family/Household	Gross Household Income Must be At or Below:
1	\$16,245
2	\$21,855
3	\$27,465
4	\$33,075
5	\$38,685
6	\$44,295
7	\$49,905
8	\$55,515

For each additional person, add \$3,740

**PROPERTY OWNERS MUST APPLY FOR THE LOW-INCOME EXEMPTION ANNUALLY.**

**Note:** The Low-Income Exemption does not apply to the City of Jacksonville residential solid waste fee.

Applications may be submitted by mail to:

Behavioral and Human Services Division  
 Attention: Fee Exemptions  
 1809 Art Museum Drive, Suite 100  
 Jacksonville, FL 32207

If you have questions about the application or the exemption program, please call the Behavioral and Human Services Division at (904) 858-2823.

**TERMS AND CONDITIONS:**

- The applicant must be listed as an owner of the property for which an exemption is sought, or otherwise be an appointed representative who is legally authorized to act on behalf of the owner. The applicant must be the signatory of the application.
- The exemption is available for stormwater fees charged to the applicant's primary residence. Exemptions are not permitted for stormwater fees charged to rental properties, second homes, or non-residential properties. The program does not apply to the City of Jacksonville residential solid waste fee.
- Ownership of the property named in Section 2 will be verified using information available from the Duval County Property Appraiser. Applications for properties with multiple owners must be submitted with income documentation for each owner of record, in addition to any other persons living in the household.
- Details provided to support eligibility will remain confidential.
- In addition to the information provided by the applicant, the Behavioral and Human Services Division may, at its sole discretion, review other sources of public information related to the property and/or the applicant, including property tax and JEA or other utility records, to determine eligibility.
- Types of authorized assistance programs include, but are not limited to: Catholic Charities, Community Connections, Beaches Emergency Assistance Ministry, The Salvation Army, Shands Jacksonville (Full Contract), The Bridge of Northeast Florida, Housing & Urban Development (HUD), I.M. Sulzbacher Center/Primary Health, Jacksonville Housing Authority, the Behavioral & Human Services Emergency Assistance Program, and/or the Jacksonville Children's Commission.