

SENIOR CITIZEN UTILITY TAX REBATE – 2016 PROGRAM

POLICY: The Village of Glendale Heights will reimburse Village utility taxes paid by qualifying Senior Citizens. Your 2015 gross income cannot exceed \$40,000 per filed U.S. income tax return, (Form 1040, 1040A, 1040EZ,) or other appropriate evidence. An eligible applicant must be age 65 or older; head of the household; have lived in the Village all of 2015, and be a homeowner or renter, who pays for the utilities taxed directly to the utility company. A flat reimbursement of \$75.00 will be made.

PROCEDURES:

1. ***ALL applicants must complete an application form.***
2. Applications must be submitted no later than April 30, 2016. Applications received after that date are not eligible.
3. Reimbursement will be made within 30 days following receipt of a completed, signed and verified application.
4. Applicant must provide proof of the following:
 - a. Age - valid driver's license, birth certificate, State ID card or other acceptable form of identification.
 - b. Home Ownership/Renter Status - 2014 Tax bills or 2015 lease/rental agreement for the address for which reimbursement is requested. Must be same name as rebate application and ID used for identification.
 - c. Income - Copy of U.S. tax return for year reimbursement is requested showing all income or other proof of income acceptable to the Village. Submitting copies of W2 wage statements, or pay check stubs as income without submitting a Federal or State Income Tax return will not be sufficient verification of income.
 - d. Payment of utilities as evidenced by a copy of a November or December, 2015 Electric, Natural Gas, Telephone or Cellular Phone bill. Cable bills (Comcast, WOW!, AT&T) and water bills do not include municipal utility taxes, and will not be considered.

Documents submitted for proof of age, home ownership/renter status, and paid utility bills will be verified, copies, and original submittal document returned to applicant upon submission of application. ***Do not submit this documentation by mail.*** We cannot be responsible for undelivered mail.

5. If Married - One of the spouses being 65 or over qualifies if the other requirements are fulfilled.
6. Rebate will be made for principal residence addresses only. No business addresses will be eligible.
7. Please include a phone number in case we have questions concerning your application.
8. The flat rebate to any qualifying applicant will be \$75 per year.

**VILLAGE OF GLENDALE HEIGHTS
SENIOR CITIZEN UTILITY TAX REBATE
2016 PROGRAM APPLICATION**

1. Name: _____ 2. Date: _____
3. Address: _____ 4. Phone: _____

Applicants must provide proof of age when submitting application. Please present a valid driver's license or other proof of age for verification.

5. Are you (Please check all that apply)

_____ Head of Household _____ Homeowner
_____ Renter _____ Other _____

Applicant must provide copy of property tax bill for 2014, or a 2015 rental or lease agreement corresponding to the address for which utility bills were paid in 2015 for verification.

6. Total of all income for 2015 \$ _____

Attach copy of that portion of Federal or State tax return which shows gross income, Social Security 1099 Statement, or other proof of income. (Copies of W2 wage statements without submitting Federal or State Tax returns are not sufficient).

APPLICANT CHECK LIST

I certify by my signature below that:

- I am age 65 or older (or my spouse is 65 or older)
- I reside in the Village (either own, rent, or lease)
- I resided in the Village all of 2015
- I had gross income in 2015 not exceeding \$40,000
- The utilities are billed in my name, and that I pay the utilities
- All the information provided, as a part of this application, is true and correct

Signature of Applicant _____

FOR VILLAGE USE ONLY:
Proof of Age _____
Proof of Income _____
Proof of Ownership/Rental _____
Verification of Utility Taxes Paid _____
Verified by _____
Date _____