

**TOWN OF DENTON
BAY RESTORATION FUND EXEMPTION PROCEDURE**

The Town of Denton has established a program to exempt certain owner occupied residential properties from the Bay Restoration Fee based on substantial financial hardship. In order to qualify for this exemption, the applicant must meet at least **(2) two** of the following criteria:

PROPOSED FINANCIAL HARDSHIP EXEMPTION CRITERIA:

Factors to be considered for possible exemption are the following:

- Receiving energy assistance subsidy;
- Receiving public assistance – supplemental security income (SSI) or food stamps;
- Receiving veterans or social security disability benefits;
- Meeting the income criteria below:

**Income Eligibility Limits*
Effective July 1, 2012 – June 30, 2013**

<i>Household Size</i>	<i>Monthly Income Is Less than</i>
1	\$1,628.95
2	\$2,206.45
3	\$2,783.95
4	\$3,361.45
5	\$3,938.95
6	\$4,516.45
For each additional person add	\$ 577.50

* (Income limits established by the Maryland Department of Human Resources/Office of Home Energy Programs. www.dhr.state.md.us/meap/index.htm)

APPLICATION PROCEDURE AND FORMS:

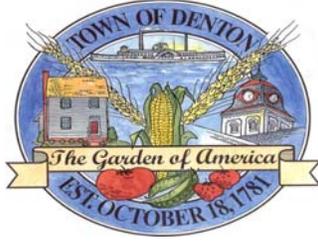
- Complete the Bay Restoration Fee hardship exempt application form.
- Check all boxes that apply. You must check at least two (2) boxes to qualify for an exemption.
- Verification of any exemption criteria (proof of assistance, proof of income, etc.) must be presented with the completed application.
- Sign and date the form and submit it with the verification document to: Town of Denton, Attn: Clerk-Treasurer, 13 N. Third St., Denton, MD 21629.
- Renewal application shall be received by May 30th of each year.

REQUIRED SUPPORTING DOCUMENTATION:

- Copy of tax bill.
- Proof the applicant is the owner and resides at the property – copy of energy bill.
- Copy of other documentation of receiving one of the above benefits.

EXEMPTION TIME-PERIOD:

- Maximum of one year based on fiscal year July 1st through June 30th.
- Applicant must request exemption renewal.



**TOWN OF DENTON
BAY RESTORATION FUND
EXEMPTION APPLICATION**

(Exemption Period: One year based on Fiscal Year July 1st through June 30th)

Date of Application: _____

Tax Map: _____ Parcel: _____ Lot: _____ Property Account Number: _____
(Include a Copy of Tax Bill)

Applying for Fiscal Year Ending July 1, 20 ____ to June 30, 20 ____

Name of Property Owner/Applicant : _____

Daytime Phone: _____ Email Address: _____

Address of Property: _____

Mailing Address: _____
(if different than address of property)

QUALIFYING FACTORS: (Please check all that apply. Homeowner must meet **two (2)** apply for an exemption to be granted.)

- I am receiving an energy assistance subsidy from the Department of Social Services: (Must supply current award letter as documentation.)
- I am receiving public assistance benefits such as supplemental security income (SSI) or food stamps: (Must supply benefit award letter as documentation.)
- I am receiving veterans or social security disability benefits. (Must supply benefit award letter as documentation.)
- I meet the household income criteria listed on the following page. (Must supply a copy of the tax return you filed for the prior calendar year.)

Page 2
 Bay Restoration Fund
 Exemption Application

Please check the number of individuals in your household and fill in your actual household income. Must supply proof of household's gross income received in the 30 days prior to the date you sign this application – bank statements, pay subs, etc.

<i>Household Size</i>	<i>Monthly Income is less than</i>	<i>Actual Income</i>
<input type="checkbox"/> 1	\$1,628.95	_____
<input type="checkbox"/> 2	\$2,206.45	_____
<input type="checkbox"/> 3	\$2,783.95	_____
<input type="checkbox"/> 4	\$3,361.45	_____
<input type="checkbox"/> 5	\$3,938.95	_____
<input type="checkbox"/> 6	\$4,516.45	_____
___ <i>additional persons</i>	<i>Add \$ 577.50 each</i>	_____

Signature of Residential Property Owner: _____ Date: _____

Print Name: _____

Note: Exemption valid for one (1) Fiscal Year which will end on June 30 of each year. Any subsequent exemptions must be reprocessed and verified by May 30 of each year. No reminder will be sent; it is up to the property owner to re-apply.

=====

Office Use Only

Proof of benefits attached (2): YES or NO (circle one)

Approved: _____ Date approved: _____ Expires: _____

Disapproved: _____ Reason for disapproval: _____

Reviewed by: _____ Approval Signature: _____