CITY OF BURBANK
UTILITY USERS TAX EXEMPTION REQUEST FORM

Name: _____

Address: _____

_____

Phone No.: _____

Basis for Exemption: [ ] Federal Agency or Subdivision [ ] State Agency or Subdivision

[ ] Foreign Diplomat [ ] Public School or State College or University

[ ] Specific municipal code exemption (Specify code section) _____

[ ] Other (Please state) _____

Please state:

A. Address of each property for which you are requesting an exemption and a description of its use:

_____

_____

NOTE: EXEMPTION REQUESTS APPLY ONLY TO THE ABOVE LISTED ADDRESSES.

B. If you are a public agency or subdivision, please state the name of the state or federal department that you are under: _____

C. If you are a foreign diplomat, please state your diplomatic title and the name of country you represent:

_____

D. For specific municipal code exemptions and all other exemption requests, attach a copy of supporting documentation necessary to demonstrate compliance with all relevant exemption requirements.

IMPORTANT: Please attach to this application a copy of a recent utility bill from each utility provider for which you are requesting an exemption. Exemptions are valid only for utility services for which a recent bill is received by the City. If you change utility providers at any time, you must notify the City of the new utility provider to receive an exemption for the new utility service.

Also, please note that this exemption application does not apply to the federal excise tax on telecommunications. To obtain such an exemption, you must receive a federal exemption certificate from your telephone provider(s).

DECLARATION

I declare, under penalty of perjury, that to the best of my knowledge and belief the statements herein, and any attachments hereto, are true and correct.

Date:_____ **Signed:**_____

Phone:_____ **Print Name/Title :** _____

MAIL TO : CITY OF BURBANK
ATTN: FINANCE DIRECTOR
275 EAST OLIVE AVENUE
BURBANK, CA 91502