



# Burien

*Washington, USA*

400 SW 152<sup>nd</sup> St., Suite 300, Burien, WA 98166  
Phone: (206) 241-4647 • FAX (206) 248-5539  
[www.burienwa.gov](http://www.burienwa.gov)

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## Utility Tax Relief Program for Low Income Households

Dear Interested Burien Household:

Thank you for your interest in the Burien Utility Tax Relief Program for Low-Income Households. Burien Municipal Code section 3.12.040 levies a 6% utility tax on cable television, telephone, solid waste (garbage), electricity, and gas services. To help offset the impact of this utility tax to low income households, this Utility Tax Relief Program was established.

Attached are materials describing the Utility Tax Relief Program for Low-Income Households along with a copy of the application. Please review the materials and if you are eligible, complete the application and bring or mail to Burien City Hall, along with proof of income and copies of your utility bills. Applications are due by mid-December each year; you must renew annually. Here is a summary of the program:

**Electricity and Gas Services provided by Puget Sound Energy:** If you are eligible we will contact Puget Sound Energy and have them remove the utility tax from your future bills. Adjustments are not retroactive. This tax relief is for the following year.

**Solid Waste (Garbage) provided by Recology CleanScapes.** If you are an eligible homeowner, we will contact Recology CleanScapes and have them remove the utility tax from your future bills. Adjustments are not retroactive. This tax relief is for the following year.

**Telephone (not including cellular) and Cable Television:** Utility tax relief is available in the form of a "reimbursement" for taxes paid for a single residential telephone land line and for basic cable television services only. Applications for this "reimbursement" are due by mid-December, and cover Burien utility taxes previously paid for the year. Checks will be mailed out by mid-February.

The City of Burien also has a program for eligible seniors and disabled persons to receive 30% off certain Comcast Cable TV rates. A copy of the application for this program is enclosed.

If you have any questions, please contact Lori Fleming, Management Analyst at (206) 248-5518 or e-mail [Lorif@burienwa.gov](mailto:Lorif@burienwa.gov).

**City of Burien, Washington**  
**2016/2017 Utility Tax Relief Program For Low Income Households**

**Program Description:**

Eligible low income Burien households may apply annually by mid-December to the City for utility tax relief as follows:

**Electricity and Gas Services:**

Utility tax relief is available for eligible electric and gas customers of Puget Sound Energy. Puget Sound Energy has agreed to manually adjust the bills of eligible low income households so they do not pay the Burien utility tax on their bills. Adjustments are not retroactive. Tax relief is for next year.

**Solid Waste (Garbage):**

Utility tax relief is available for residential garbage customers of Recology CleanScapes. Recology CleanScapes has agreed to manually adjust the bills of eligible low income homeowners so they do not pay the Burien utility tax on their bills. Adjustments are not retroactive. Tax relief is for next year.

**Telephone (not including cellular) and Cable Television:**

Utility tax relief is available in the form of a “reimbursement” of some of the Burien utility taxes paid for a landline telephone (not including cellular) and cable television services. Eligible low income Burien households must apply annually by mid-December to receive a reimbursement for utility taxes paid for a single residential landline telephone only, and for basic cable television services only, up to a maximum amount. Digital cable packages will be reimbursed up to the basic cable services maximum amount. Tax relief is for Burien utility taxes previously paid for the year.

**Who is eligible?**

1. Must be a Burien household.
2. Must have income that is at or below 50% of the median income for the Seattle-Bellevue-Tacoma area as defined by HUD

Number of people in household	Annual Income level must not exceed:	Monthly Income level must not exceed:
1	\$31,650	\$2,637
2	\$36,150	\$3,012
3	\$40,650	\$3,387
4	\$45,150	\$3,762

3. For the reimbursement for telephone (not including cellular) and cable television, must have paid the Burien utility tax charges on these from the income or resources of the household.

**Eligibility determined by:**

1. Federal W-2, federal tax return, Social Security statement, or other income verification for all income earners in household.

**City of Burien, Washington**  
**Utility Tax Relief Program For Low Income Households (Page 2)**

2. Proof of City of Burien residence (i.e. utility bill showing name and address). A Post Office (PO) Box in Burien is not acceptable.
3. Proof of payment to each utility (i.e. copy of bill from each utility requesting relief). For Puget Sound Energy and Recology CleanScapes relief, please submit a copy of your bill showing your account number.

Must apply once using the attached application, and then renew annually. You may apply in person at Burien City Hall, or by mailing the completed application, copies of income verification, and copies of applicable utility bills to Burien City Hall. Applications are due annually by mid-December and reimbursement checks (for telephone and cable television tax relief) are mailed out by mid-February. If an eligible household who is receiving utility tax relief for electricity and gas services provided by Puget Sound Energy, or garbage services by Recology CleanScapes moves, they must reapply in order to get the billing adjustment at their new address. The Burien utility tax will be reinstated at the old address.

**Utility tax relief available is as follows:**

- **Electricity & Gas:** Puget Sound Energy will adjust the future bills of eligible low income Burien households to remove the Burien utility tax. This program does not include Seattle City Light customers.
- **Solid Waste (Garbage):** Recology CleanScapes will adjust the future bills of eligible low income residential Burien households to remove the Burien utility tax.

“Reimbursement” of the utility taxes paid for the following:

- **Telephone:** 6% of the CenturyLink monthly residential line. The maximum reimbursement for 2016 will to be determined in November 2016.
- **Cable TV:** 6% of the Comcast digital starter cable service. The maximum reimbursement for 2016 will be determined in November 2016. Your amount may be less if you have the senior/disabled discount, a bundled package, or basic cable service.

Reimbursement amounts for telephone and cable television will be pro-rated based on the number of months which you qualify for the program. There is no utility tax relief for cellular telephones. The maximum reimbursement for 2016 will be determined in November 2016. For 2016 the maximum reimbursement was \$64.79. The minimum reimbursement is \$5.00.

Please bring or mail application, proof of income, and copies of utility bills to:

Burien City Hall  
Attention: Lori Fleming  
400 SW 152<sup>nd</sup> Street, Suite 300  
Burien, WA 98166

If you have any questions about this program, please contact Lori Fleming, Management Analyst at (206) 248-5518 or e-mail: [Lorif@burienwa.gov](mailto:Lorif@burienwa.gov).

**City of Burien, Washington  
2016/2017 Utility Tax Relief Program Application**

Burien City Hall 400 SW 152 <sup>nd</sup> Street, Suite 300 Burien, WA 98166 (206) 248-5518
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Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of Household Members: \_\_\_\_\_

Names and Ages of Household Members: \_\_\_\_\_

\_\_\_\_\_

Have you lived in Burien since January of this year?

Yes       No      If no, how many months have you lived in Burien? \_\_\_\_\_

**INCOME VERIFICATION:**

Income may be verified by one of the ways below:

Check one:

City Verification

<b>1.</b>	<b>Federal Tax Return</b> (attach a copy of your most recent return for verification) Please list your total annual household income: → \$		
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**OR**

<b>2.</b>	<b>If no federal tax return, complete the following and attach copies of statements for verification:</b>		
	100% Social Security (including Part B Medicare)	\$	
	Pensions, Annuities, Railroad Retirement, State/Federal Civil Service	\$	
	Interest & Dividends	\$	
	Wages	\$	
	Business/Rental Income before depreciation	\$	
	All Other Income (including capital gains)	\$	
	<b>Total Combined Income</b>	\$	

**City of Burien, Washington  
2016/2017 Utility Tax Relief Program Application**

Burien City Hall 400 SW 152 <sup>nd</sup> Street, Suite 300 Burien, WA 98166
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**UTILITY TAX RELIEF / REIMBURSEMENT REQUESTED:**

For → 2017 Relief
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**Electricity/Gas:** Is your electricity or gas provided by Puget Sound Energy (PSE)?  Yes  No  
 What is your PSE Account Number?: \_\_\_\_\_

For → 2017 Relief
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**Solid Waste (Garbage):** Are you a homeowner with Garbage service provided by Recology CleanScapes?  Yes  No What is your Customer Number?: \_\_\_\_\_

**Telephone**

Please check which regular telephone service you had for 2016:

For 2016 taxes paid
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<input checked="" type="checkbox"/>	<b>TELEPHONE (Not including Cellular):</b>	<b>Monthly Rate Paid (\$)</b>	<b>City staff will calculate your 2016 reimbursement amount</b>
	No Regular Telephone Line		
	CenturyLink Residential Line		
	Comcast Digital Voice		
	Other (please list)		

**Cable Television:**

Please check which cable service you had for 2016:

For → 2016 taxes paid
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<input checked="" type="checkbox"/>	<b>CABLE SERVICES:</b>	<b>Monthly Rate Paid (\$)</b>	<b>City staff will calculate your 2016 reimbursement amount</b>
	No Cable Services		
	Comcast Cable		
	DIRECTV or DISH Network		
	Other (please list)		

*(Remember to include a recent copy of your telephone bill & cable bill.)*

<b>Total Telephone &amp; Cable Services Reimbursement for 2016. City staff will calculate this amount. The maximum reimbursement for 2016 will be determined in November. (The minimum reimbursement is \$5.00)</b>	<b>\$</b>
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I, the undersigned, do hereby certify under penalty of perjury, that I have read and understood all of the program guidelines provided on this application, and that all of the information provided by me on this application is true to the best of my knowledge. I understand that any attempt to falsify my information will result in my disqualification from the program for this year.

\_\_\_\_\_  
 Applicant Signature Date

**For City Use Only:**

City Residence verified:  Yes  No Low income level verified:  Yes  No  
 Staff verifying: \_\_\_\_\_ Application Approved  Yes  No



**CITY OF BURIEN, WASHINGTON**

**Request for Reduced Comcast Cable TV Rates for Seniors & Disabled  
Please sign up for limited basic package first if you are not a cable subscriber.**

(30% off Limited Cable or the Limited Cable portion of a digital cable plan only.)

The reduced rates do not apply to cable promotional rates or bundled services.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\*Annual Income: \_\_\_\_\_

**Proof of Income (from all sources) must be attached: (copies of current year Income Tax return, Social Security statement, etc.) If you do not have verification of your Social Security, you can obtain a benefit verification letter by calling Social Security Administration at 1-800-772-1213. This documentation must be attached for approval.**

Senior Citizen (age 65 or older):

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Disabled Person:

Disability ID Number: \_\_\_\_\_

**INCOME LIMITS: One in Household:** \$31,650 annually, \$2,637 monthly  
**Two in Household:** \$36,150 annually, \$3,012 monthly  
**Three in Household:** \$40,650 annually, \$3,387 monthly

Authorized official approving application:

(Name) \_\_\_\_\_

(Date) \_\_\_\_\_

Return form to: City of Burien  
400 SW 152<sup>nd</sup> St., Suite 300  
Burien, WA 98166

Phone: (206) 241-4647

Fax: (206) 248-5539