

**CITY OF EMERYVILLE
UTILITY USERS TAX EXEMPTION REQUEST FORM**

Name: _____

Address: _____

Phone #: _____

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: _____

Remit Completed Form with Documentation to:

MuniServices, LLC
373 E Shaw Avenue Box 367
Fresno, CA 93710

Questions? Contact Support at (866) 240-3665 or support@muniservices.com