



## 2024 LOW-INCOME TENANT WAIVER of the CLEAN BEACHES and OCEAN PARCEL TAX SURCHARGE

MPP# \_\_\_\_\_  
(office use only)

I. Tenant Information *(please print)*

Name \_\_\_\_\_ Phone # \_\_\_\_\_  
 Address \_\_\_\_\_ Unit \_\_\_\_\_ Zip 9040 \_\_\_\_\_

II. Property Owner's Name \_\_\_\_\_

III. Documentation required as evidence of low-income eligibility (for every household member over 18 years of age) and *Notice of Rent Increase*



In support of your application **you must include**:

- copy of 2023 federal tax return and all schedules (if you were required to file);  
 Check here if you were not required to file.
- if no federal tax return filed – Form 1099s for Social Security & SSI benefits, pension, dividends, interest, etc. **(See reverse for explanation.)**;
- documentation of any income not listed in above documents **(see reverse)**;

**AND**

- copy of rent increase notice from owner listing Clean Beaches and Ocean Parcel Tax Surcharge.

**List all other members of household over 18 years old:**

Names \_\_\_\_\_

- Attach documentation of **all income sources** for these household members.

### DECLARATION

I, \_\_\_\_\_, declare under penalty of perjury that all information stated on this form is true and correct and that all required information and documentation was provided.

This declaration was signed by me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at  
 \_\_\_\_\_, California.  
 (city)

\_\_\_\_\_  
 (signature)

WAIVER OF CLEAN BEACHES AND OCEAN PARCEL TAX  
SURCHARGE FOR LOW-INCOME TENANTS

Low-income tenants may qualify for a waiver of the monthly Clean Beaches and Ocean Parcel Tax Surcharge. If you apply for the waiver and it is granted, a refund of your share of the tax will be sent to the property owner (and the owner's property tax bill will be reduced in future years to reflect that you were granted a waiver), and the Clean Beaches and Ocean Parcel Tax Surcharge may not be added to your rent.

**WHO IS ELIGIBLE?** You are eligible if:

The annual gross income of your household in **2023** was less than the following:

<u>Household Size</u>	<u>Maximum Annual Income</u>
<b>1</b>	<b>\$38,942</b>
<b>2 (or more)</b>	<b>\$44,625</b>

WHAT IS THE "ANNUAL GROSS INCOME OF YOUR HOUSEHOLD"?

This is the total income received in the **2023** tax year by every member of your household who was at least 18 years old. This includes, but is not limited to: **wages, salaries, bonuses, tips, business income, pensions and annuities, retirement benefits, Social Security or SSI benefits, life insurance benefits, interest, capital gains, gifts, inheritances, third-party income, and other increases in assets.**

WHAT DOCUMENTS ARE REQUIRED TO PROVE INCOME?

For all members of your household with an income we require: (1) a **2023** U.S. Individual Tax Return Form 1040 and all schedules; (2) if you did not file a U.S. Tax Return for **2023**, all Form 1099s you received (typically mailed out in January), for the **2023** tax year for Social Security or SSI benefits (Form SSA-1099), IRA distributions, pension, annuities, interest, dividends, etc.; (3) documentation of all other sources of income (rents, inheritance, gifts, etc.) received in **2023** but not reflected in the above documents.

You may get replacement Social Security forms (SSA-1099 or a "Proof of Income" letter) mailed to you by calling the Social Security Information Number: **1-800-772-1213**.

IS THERE A FILING DEADLINE?

You may apply for a waiver of the monthly Clean Beaches and Ocean Parcel Tax Surcharge at any time during the year.

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The Santa Monica Rent Control Board phone lines and public counter are open 8:00 am - 12:30 pm and 1:30 pm - 4:30 pm. City Hall is closed every other Friday. Please call (310) 458-8751 and ask for an Information Coordinator for any questions.