

Union Bridge Bay Restoration Fee Financial Hardship Exemption Plan

The Town of Union Bridge is responsible for collection of the Bay Restoration Fund (BRF) fee. The BRF fee is charged to Town residents on their utility bills. On July 1, 2012, the Maryland General Assembly enacted House Bill 446, which increased the BRF fee for residential users from \$7.50 per quarter to \$15.00 per quarter. The Bill also requires billing authorities to develop a residential financial hardship waiver plan for low-income households.

Union Bridge residents may apply directly to the Town for an exemption from the fee due to substantial financial hardship. Proof of residency must be verified by supplying (1) A copy of applicant's photo identification; and (2) for homeowners – a copy of utility bill, or for renters – a copy of your lease or utility bill.

Completed hardship exemption applications must be submitted to the Town each year between March 1 and June 1 to be eligible for exemption for the one (1) year period beginning the following July 1. To be eligible for an exemption, the resident must meet two of the following conditions:

1. Receive energy assistance subsidy;
2. Receive public assistance – supplemental Social Security Income (SSI) or food stamps;
3. Receive Veterans or Social Security disability benefits;
4. Meet the income criteria contained below. A copy of the tax return you filed for the prior calendar year is required.

Household Size	Maximum Gross Monthly Income	Maximum Gross Yearly Income
1	\$1,878.00	\$22,536.00
2	\$2,540.00	\$30,480.00
3	\$3,203.00	\$38,436.00
4	\$3,865.00	\$46,380.00
5	\$4,527.00	\$54,324.00
6	\$5,189.00	\$62,268.00
7	\$5,851.00	\$70,212.00
8	\$6,513.00	\$78,156.00
For each additional person, add	\$662.00	\$7,944.00

(Income limits established by the Maryland Department of Human Resources/Office of Home Energy Programs.)

Confirmation on official letterhead is required for items 1-3. Please note that exemptions are only valid for a one-year period. Residents are required to submit an application with supporting documentation annually in order for an exemption to continue.

To apply, an applicant must print and fill out the application and send or deliver it to:

The Town of Union Bridge
104 W. Locust Street
Union Bridge, MD 21791

When submitting hardship exemption application, you must include all supporting documentation necessary.

It is important to note that this exemption expires after one year and it is the responsibility of the customer to submit the application and supporting documentation between March 1 and June 1 prior to expiration.

**The Town of Union Bridge
Residential Application for Bay Restoration Fee
Financial Hardship Exemption**

Send application to:

The Town of Union Bridge
104 West Locust Street

Account #: _____

Name Home Phone Number

Mailing Address Other Phone Number Cell Phone or Work

City, State, Zip Street Address (if different from your mailing address)

I certify that I reside at the above address, that I meet the following conditions for exemption from the Bay Restoration Fee, and that I have enclosed the required documentation with my completed and signed application:

(You must meet at least two of the following conditions. Please circle the number of the two that apply to you.)

1. Receive energy assistance subsidy. Confirmation on official letterhead is required.
2. Receive public assistance- supplemental Social Security Income (SSI) or food stamps. Confirmation on official letterhead is required.
3. Receive Veterans or Social Security disability benefits. Confirmation on official letterhead is required.
4. Meet the income criteria below. A copy of the tax return you filed for the prior calendar year is required.

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