SANTA MONICA RENT CONTROL BOARD
1685 Main Street, Room 202, Santa Monica, CA 90401
(310) 458-8751

2020 VERY LOW-INCOME TENANT WITH DISABILITY REGISTRATION FEE WAIVER APPLICATION

MPP#_____
office use only

Tenant Information *Please print*

Name _____

Street Address _____ Unit_____

Phone #_____ Email _____

List all other people in the household 18 years of age or older. Use an additional sheet if necessary.

Name _____ Name _____

Name _____ Name _____

Required Attachments *See instructions*

Part I: Proof of Disability – At least one of the following:

- ☐ Rent Control Disability Certificate
- ☐ Proof of Social Security Disability Income
- ☐ Proof of Supplemental Security Income (SSI) for the blind or disabled

Part II: Proof of Income – All that apply:

- ☐ Complete copy of last year's tax return (or previous year if last year's not filed)
- ☐ Form SSA-1099 or SSA-2458 (*SSI income*)
- ☐ Checking account statement
- ☐ Documentation of all income not listed on return

Assets

Do you have assets including savings accounts, IRA accounts, investments, property, etc. valued at over $100.000? ☐ No ☐ Yes - If yes, estimate the total value here $_____

Declaration

I, _____, declare, under penalty of perjury, that all information stated on this form is true and correct and that I meet the minimum qualifications for a very low-income Tenant with Disability Registration Fee Waiver. This declaration was signed by me this_____day of_____, 20____, at_____.
city

_____
signature of applicant

VERY LOW-INCOME TENANTS WITH DISABILITY MAY QUALIFY FOR A WAIVER OF MONTHLY RENT CONTROL REGISTRATION FEE PAYMENTS.

WHO IS ELIGIBLE? You are eligible if:

1. You are a tenant of a controlled rental unit in the City of Santa Monica; **and**
2. You are 62 years of age or older on the date you file your application; **and**
3. The annual gross income of your household in 2019 was equal to or less than the following:

Household Size	Maximum Annual Income
1	**$32,466**
2	**$37,104**
3	**$41,742**
4	**$46,380**

WHAT IS "GROSS INCOME OF THE HOUSEHOLD"?

This is the income received in the 2019 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, gross amounts of pensions and annuities, retirement benefits, Social Security benefits (SS), life insurance benefits, interest, capital gains, gifts, inheritances, third-party income, and other assets.**

WHAT DOCUMENTS ARE REQUIRED TO PROVE INCOME?

For all members of your household with an income we require: (1) a U.S. Individual Tax Return Form 1040 (if one was filed); and/or, (2) a Report of Confidential Social Security Benefit Information, known as Form SSA-1099 or Form SSA-2458, or a printout or bank statement showing direct deposit of benefits you or your family members receive. Call the Social Security Information Teleservice Number **1-800-772-1213** for forms. If they are sending you Form SSA-2458, ask them to fill in the amount of SS benefits, if any, on line 2; the amount of Supplemental Security Income (SSI), if any, on line 5; and your date of birth on line 8. Finally, you may be asked for statements regarding money deposits, annuities or investments.

WHAT IS INCLUDED IN THE TOTAL VALUE OF ASSETS?

Your estimate should include the value of assets held by any member of the household, including real property, money deposits of any kind (including checking accounts, savings accounts, IRA accounts, deferred compensation, etc.) annuities, investments, etc. DO NOT include the value of necessary items of personal property, such as furniture and automobiles.

WHAT MATERIALS ARE REQUIRED TO VERIFY AGE?

A driver's license, state identification card, birth certificate, passport, Social Security Form SSA-2458 with line 8 completed, or any other verification of age from Social Security.

WHEN DOES THE FEE WAIVER BEGIN?

You may apply for a waiver of Rent Control registration fees at any time throughout the year. Processing may take up to 60 days, but a waiver is effective from the first day of the month a complete application is filed. Fee waivers are not retroactive.

The Santa Monica Rent Control Board phone lines are open Monday through Thursday 7:30a.m. - 5:30p.m., and the public counter is open 8:00a.m. - 4:30p.m. City Hall is closed every other Friday. On alternate Fridays, phone hours are 8:00a.m. - 5:00p.m., and counter hours are 8:00a.m. - 4:30p.m. Call (310) 458-8751 for information and assistance.