

# Office of the Mayor

## APPLICATION FOR REFUND OF UTILITY TAXES PAID

**APPLICATIONS FOR REFUND ARE MADE AFTER THE 1<sup>ST</sup> OF EACH YEAR.  
THE DEADLINE TO APPLY IS JULY 1<sup>ST</sup> OF EACH YEAR.**

In accordance with City Ordinance NO. 91-14 the following criteria is required for those applying for a refund of utility taxes paid on billings of: Electric, Natural Gas & SBC telephone bills.

- Applicant must be 62 years or older, OR 60 years of age and receiving total disability
  - retired and living on income substantially equal to Social Security and/or pension
  - to whom the payment of such utility tax is a hardship.
- Income level for one(1) person \$29,075; for two(2) persons \$33,225.
- Applicant must own or lease residential property located within the City of St. Charles and occupy the same as his/her customary place of residence.
- **Applicant will provide to the City receipts of utility taxes paid for the previous calendar year, for which he/she is requesting refund and proof of any and all income.**
- The Mayor shall cause an investigation to be made to determine if the information given by applicant is correct.
- Upon affirmative recommendation of the Mayor, the City resident may be granted a refund of all or part of utility taxes he/she shall have paid for the previous calendar year.
- Refunds granted by the Mayor may be revoked upon a finding that such income or family status no longer exists.
- Application for refund shall be made on a yearly basis and must be re-applied for annually.

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My household status is: ( )live alone ( )living with spouse  
( )living with others, if so describe \_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_ NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

I hereby request that I be refunded the utility taxes paid for the calendar year of \_\_\_\_\_

My total income from social security/pension/disability per year is: \_\_\_\_\_

**RETURN TO OFFICE OF THE MAYOR, 200 NORTH SECOND STREET, ROOM 400,  
ST. CHARLES, MO 63301**