



Office of Budget & Finance  
 100 West Washington Street, Room 3100  
 Hagerstown, MD 21740  
 240-313-2317

**\*Valid Only for the Tax Year: July 1, 2024 – June 30, 2025\***

**Bay Restoration Fund Financial Hardship Exemption Application**

Is this a residential, owner-occupied property? \_\_\_\_\_ Yes \_\_\_\_\_ No (If "No," this property is not eligible)  
 Property Acct ID/Parcel Number: \_\_\_\_\_ Acct # on Water Bill (if applicable): \_\_\_\_\_  
 Acct # on Sewer Bill (if applicable): \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Service Address (if different than mailing address): \_\_\_\_\_

**ELIGIBILITY REQUIREMENTS:**

1. The property must receive an individual real property tax bill **AND/OR** an individual quarterly water/wastewater usage bill.
2. Applicant must meet **AT LEAST** two (2) of the following conditions to be eligible for exemption. **Attach a copy of appropriate documentation that verifies compliance with any checked conditions.**
  - Receives Energy Assistance Subsidy (Must supply current award letter as documentation)
  - Receives Supplemental Security Income (SSI) or food stamps (Must supply benefit award letter as documentation)
  - Receives Veteran's or Social Security disability benefits (Must supply benefit award letter as documentation)
  - Meets the income criteria below (Must supply proof of household's **GROSS** income, i.e., prior 30 days of bank statements or pay stubs, or current year's tax return)

Provide the following info:

Household size: \_\_\_\_\_

Monthly Income: \$ \_\_\_\_\_

| Income Eligibility Limits<br>Effective July 1, 2023 to June 30, 2024<br>(Based on 200% of the Federal Poverty Level) |                           |
|--|---------------------------|
| Household Size   | Max. Gross Monthly Income |
| 1  | \$2,430                   |
| 2  | \$3,287                   |
| 3  | \$4,143                   |
| 4  | \$5,000                   |
| 5  | \$5,857                   |
| 6  | \$6,713                   |
| 7  | \$7,570                   |
| 8  | \$8,427                   |
| For each additional person   | \$857                     |

I, the undersigned, do hereby declare, under penalties of perjury, that the information provided on this application is, to the best of my knowledge and belief, true, correct, and complete. I understand that this exemption will be valid only for one (1) year for the period from July 1, 2024 to June 30, 2025, after which time, I must reapply yearly for any subsequent exemptions.

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please remember to include a copy of the property tax bill (if you have well & septic), a copy of the water bill (if you have public water), and/or a copy of the sewer bill (if you have public sewer, in addition to the required documentation for any of the above checked conditions. All applications, with required documentation, must be received no later than April 30<sup>th</sup>, 2024. Applications missing information or required documentation will not be processed.**

Please return completed application and required documentation to:

**Washington County Administration Complex  
 Attn: Budget & Finance, A/R Dept.  
 100 W. Washington Street, Room 3100  
 Hagerstown, MD 21740-4776**

Applications and documentation can also be emailed to [BFBilling@washco-md.net](mailto:BFBilling@washco-md.net)