

# Exemption Request/ Utility Users Tax



**Name:** \_\_\_\_\_  
**Service Address:** \_\_\_\_\_  
**Utility Company:** \_\_\_\_\_  
**Customer Utility Account #:** \_\_\_\_\_  
**Zip/Postal Code:** \_\_\_\_\_

City of San Jose Finance Department  
200 East Santa Clara St  
San Jose, California  
95113-1905  
Phone: 408-535-7006  
Fax: 408-299-6488  
[www.csjfinance.org](http://www.csjfinance.org)

**State any amount(s) and reason(s) for exemption request:**

(You may use extra sheets if more space is needed. Please attach a copy of a bill or statement showing the tax charges and service address. All attached documents will be examined as proof of claim.)

I hereby request exemption from payment of utility users tax payments for the reason(s) indicated above. I declare under penalty of perjury that the foregoing information and explanation are true and correct.

Executed the \_\_\_\_ Day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_, California.

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Title:** \_\_\_\_\_

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**(Finance Department Use Only Below This Line)**

Approved       Denied       Returned for Lack of Documentation

**Reason:**

\_\_\_\_\_  
Deputy Director of Revenue Management

\_\_\_\_\_  
Date

Please mail exemption request to: City of San Jose, Finance Department, 200 E. Santa Clara St., 13<sup>th</sup> Floor, San Jose, CA 95113.  
The form can also be faxed to (408)299-6488. Call (408)535-7039 for questions.