

INCOME VERIFICATION REQUEST FORM

This form is intended for those Concord Municipal Light Plant residential customers requesting verification that they are eligible for an income-based heat pump rebate. CMLP offers larger rebates for households with income at or below eighty percent (80%) and one-hundred-twenty percent (120%) of the Boston Metropolitan Area median income. Eligibility thresholds are determined based on household size. Please note that if you are receiving electricity at the Residential Assistance Rate from CMLP, or if you have a fuel assistance letter of acceptance from the past twelve (12) months, you **DO NOT** need to fill out this form. Simply include a copy of your electric bill or your fuel assistance letter of acceptance with your heat pump rebate application.

You must attach the first two pages of the most recent federal IRS tax form 1040 (showing line 9) for each adult filing (single, married filing jointly, married filing separately, +/- or head of household) within the household.

Name: _____

Address: _____

Telephone Number: _____

Email Address: _____

Please check one:	I request verification that my household's income is equal to or less than	Number of People (Adults + Children) in Household:
	<input type="checkbox"/> 80%	_____
	<input type="checkbox"/> 120%	
	of the Boston Metropolitan Area median income.	

I hereby certify under the pains and penalties of perjury that all information on this form is correct and the accompanying documents are a true copy of those forms filed with the United States government.

Signature: _____ Date: _____



For information security reasons, submit this request form and tax documents via hand delivery or postal mail. Note for hand delivery: please use the drop box to the right of the main entrance door at the CMLP Operations Center at 1175 Elm St, Concord. You will be notified by email or postal mail once your eligibility for an income-based rebate has been determined. Include that notification of eligibility with your heat pump rebate application. All tax documents will be shredded once you have been notified of your eligibility.

Deliver to: Pamela Cady c/o Front Desk
Concord Municipal Light Plant
1175 Elm Street
Concord

OR

Mail to: Pamela Cady c/o Front Desk
CMLP
P.O. Box 1029
Concord, MA 01742