



**WATER AND  
POWER**

# BURBANK UTILITY SERVICE SUBSIDY (BUSS) PROGRAM

BurbankWaterAndPower.com | Customer Service: (818) 238 - 3700 | BWPCustomerService@burbankca.gov

**The BUSS Program provides an ongoing 12% discount for electric service to income-qualified residents.**

## Step 1: Review Billing Assistance Amounts and Eligibility Requirements

- Applicants must meet the following conditions to qualify for the program:**
- 1** You are the **Account holder** or the **Co-Applicant** on the BWP Account.
  - 2** **You meet the income requirements** for the **Burbank PASS Program**, shown on the table on the right. You can learn more about the Burbank PASS program online at [Burbankca.gov/BurbankPASS](http://Burbankca.gov/BurbankPASS)
  - 3** You must provide a **Tax Return for the most recent year filed**, a **Tax Return Transcript**, or a **Wage and Income Transcript** from the IRS with your application as proof of household income. You can request these documents from the IRS by calling (800) 908-9946 or by submitting an online request at [IRS.gov/individuals/get-transcript](http://IRS.gov/individuals/get-transcript)
  - 4** **You are NOT a Lifeline customer.** Lifeline participants are not eligible to participate in the BUSS program.

BUSS and Burbank PASS Program Income Eligibility	
Household Size	Gross Annual Income Limit
1	\$69,580
2	\$76,538
3	\$84,191
4	\$92,610
5	\$101,871
6	\$112,059
7	\$123,265
8+	\$135,591

## Step 2: Complete Application and Household Income Information

BWP Account Holder or Co-Applicant Name: \_\_\_\_\_

Service Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Type:  Cell  Home  Other: \_\_\_\_\_

Email: \_\_\_\_\_

BWP Account Number: \_\_\_\_\_

### Household Income

Please provide your household income information.

**Household size:** \_\_\_\_\_ **Annual Income:** \_\_\_\_\_

**I attest that my household meets the Burbank PASS Program income limits and qualifies for the Burbank Utility Service Subsidy Program.**



**WATER AND  
POWER**

# BURBANK UTILITY SERVICE SUBSIDY (BUSS) PROGRAM

BurbankWaterAndPower.com | Customer Service: (818) 238 - 3700 | BWPCustomerService@burbankca.gov

## Step 3: Review and Accept Program Terms and Conditions

Program Applicant must be the Account holder or Co-Applicant on the BWP account. To become a co-applicant on the BWP account, please call BWP Customer Service at (818) 238-3700, Monday - Friday between 7:30 am and 5:00 pm.

BWP reserves the right remove households from the program if an applicant is found to have falsified any information provided on this application. Program enrollment is limited to one approved applicant per household. Applicants must recertify for the program each year.

Program is available until funds are exhausted. Program is subject to change without notice.

By signing this form you hereby swear and attest that all information contained in this application is true and correct.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Step 4: Submit Your Application and Supporting Documentation by Mail or Drop Off

### Supporting Documentation

Please provide **one** of the following:

- Tax Return
- Tax Return Transcript
- Wage and Income Transcript

### Submit Application and Supporting Documentation

**Mail:**  
 Burbank Water and Power  
 P.O. Box 631  
 Burbank, CA 91503-0631

**Drop Off in Payment Dropbox:**  
 Burbank Water and Power  
 164 W. Magnolia  
 Burbank, CA 91502-1720

### FOR BWP USE ONLY

<b>Application Number:</b>	<b>Reviewed By:</b>
----------------------------	---------------------