



# CITY OF LONG BEACH

DEPARTMENT OF PARKS, RECREATION AND MARINE

Animal Care Services Bureau

## DEPOSIT HARDSHIP WAIVER



7700 E. Spring St. \* Long Beach, CA 90815 \* (562) 570-7387 \* FAX (562) 570-3053

### ADMINISTRATIVE CITATION APPEAL HEARING ADVANCED DEPOSIT HARDSHIP WAIVER QUALIFICATIONS

#### REQUEST FOR ADVANCE DEPOSIT HARDSHIP WAIVER FOR APPEAL HEARING (Due within thirty (30) calendar days of citation date with all supporting documentation)

Total Number of Dependents:	Social Security No.:
Citation No(s):	Citation Date(s):

The information you provide will assist the City in deciding whether you qualify for a waiver of advance deposit for your hearing request

The waiver program is **VOLUNTARY**. If you choose to apply, **YOU MUST PROVIDE THE INFORMATION REQUESTED**. Failure to provide sufficient information will result in a determination of ineligibility for this waiver.

### PROOF OF INCOME DOCUMENTATION

You **MUST** include a copy of your current Federal Income Tax Return (Form 1040, 1040A) and copies of all the following that apply for the individual(s) cited.

The following forms of **current** income verification are also accepted:

1. Letter 1722 from the IRS for non-income adults, 1-800-829-1040
2. Verification of Social Security Benefits (SSA), 1-800-772-1213
3. Verification of Supplemental Security Income (SSI), 1-800-772-1213
4. FAFSA /Financial Aid income (Notice of Action / Income Verification)
5. Welfare or general Assistance eligibility (Notice of Action / Income Verification)
6. Documentation of Unemployment for Employment Development Department (EDD), 1-408-436-5600

### GENERAL QUALIFICATIONS

The Deposit Waiver Request shall be filed together with the Request For Appeal Hearing within thirty (30) calendar days from the date the administrative citation was served or deemed to have been served.

- The Deposit requirement as described in Subsection A of Section 6.16.350 of the Long Beach Municipal Code shall be stayed unless or until the Director or Designee makes a determination regarding the waiver request.
- If the Director or Designee declines to issue a waiver, the Cited Party shall remit the full deposit amount to the City of Long Beach, Animal Care Services Bureau as indicated on the citation within ten (10) calendar days of the date of that denial decision, or thirty (30) calendar days from the date the citation was served or was deemed to have been served, whichever is later.
- **The Determination of the Director or Designee is final.**

***I declare under penalty of perjury that the foregoing is true and correct, I am financially unable to deposit with the City of Long Beach, Animal Care Services Bureau the full amount of the fine in advance of the Administrative Citation Appeal Hearing.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print: \_\_\_\_\_

Cited Party(s)

