

**YOU NEED TO HAVE THE FOLLOWING DOCUMENTS WHEN YOU APPLY FOR 2017  
FRANCHISE FEE CREDITS:**

Applicant will be required to show proof of address, income, Driver's license, and Social Security cards for every individual in household in order to meet the residency and income requirements.

**HOUSE-HOLD INCOME FOR 2017 CAN NOT BE MORE THAN \$34,450.00.** Must provide 2017 IRS 1040 form or if not required to file taxes, then SSI or SSDI Annual Statement Letter.

Applicant seeking to qualify under the disability provision **MUST** provide SSDI card OR Current SSDI Statement Letter.

Applicant qualifying due to age must be 56 years of age, born before January 1, 1962 and **MUST** provide government issued identification showing date of birth.

A parent qualifying due to dependent child (ren) **MUST** provide identification for the child (ren); Medical Card, Birth certificate and Social Security Cards for all qualifying children in the household.

Qualified applicants must bring a recent utility bill from Kansas Gas, Westar Energy, and/or the City Water Division to receive the credit amount for each utility applied for.

Applications and supporting documents will be accepted starting January 17<sup>th</sup> until December 27, 2018, or until all funds are assigned (whichever comes first).

**WE WILL NOT ACCEPT ANY APPLICATION WITH  
OUT ALL OF THE ABOVE DOCUMENTATION  
Starting January 17, 2018**

**Walk-in's every Wednesday and Thursday from 9:00 am to 3:00 pm at  
CRC CARE CENTER @ Avondale East to process your application.**

CITY OF TOPEKA FRANCHISE FEE UTILITY CREDIT PROGRAM  
Managed by Community Resources Council  
CRC CARE Center @ Avondale East  
455 SE Golf Park Blvd.  
Topeka, Kansas 66605

January 18, 2017