2015-2016 Home Heating Rebate Program

Newfoundland Labrador

Program Details / Application Instructions

- The Home Heating Rebate program provides assistance to eligible households which directly incur heating costs.
- Eligible households are those who have an adjusted family income of $40,000 or less for the 2014 taxation year.
- For most people, adjusted family income is the net income (line 236 of the income tax return) of the applicant plus, if applicable, the net income of that applicant's spouse or partner. If you had a child under the age of six in 2014, adjusted income does not include net Universal Child Care Benefit payments received. If you received income from a Registered Disability Savings Plan in 2014, your adjusted income does not include the net amount of payments received from that plan.
- Eligible households will receive a maximum rebate of $250, where adjusted family income for 2014 is $35,000 or less. Households in Coastal Labrador communities will receive a maximum rebate of $500. A partial rebate is available to households with adjusted family income for 2014 more than $35,000 but is $40,000 or less, with a minimum rebate of $100.
- **Only one person per household may apply for the rebate.**
- **Persons who rent properties with heating costs included in rent are not eligible for the rebate.**
- Applications should be submitted to the Provincial Department of Finance and must be received or postmarked by September 30, 2016.
- Please complete the application form **IN FULL**. An incomplete application without proper documentation may result in the form being returned and payment being delayed.
- Enquiries may be made toll-free at 1-855-223-7432 or by email at **homeheatprogram@gov.nl.ca.** Calls may be recorded for quality assurance purposes.
- Most applications should be processed within 10 weeks of when they are received by the Department.
- If you currently receive either your personal income tax refund or GST/HST credit by direct deposit from the Canada Revenue Agency, payment of your Home Heating Rebate will be by direct deposit into that same bank account. Otherwise, you will receive your payment by cheque. Cheques must be cashed within 6 months of issue date or they will become stale dated and have to be re-issued.

Required Documentation
(During application processing, further documentation may be requested)

- **An application cannot be processed without the appropriate Social Insurance Number(s), Date(s) of Birth, and consent**. **Invoices must be in the name of the applicant or the applicant's spouse.**

- **If your primary source of heat is:**
  - **Electricity:** Include a copy of a full invoice for an electricity purchase, showing the meter number and account number, from September 2015 to April 2016.
  - **Furnace Oil, Stove Oil or Propane:** Include a copy of a heating oil invoice from September 2015 to April 2016.
  - **Wood or Wood Products:** Include a copy of a full invoice for an electricity purchase, showing the meter number and account number, from September 2015 to April 2016 ***and*** a copy of the cutting permit or a receipt/invoice for a purchase of wood from September 2015 to April 2016.

- **Special Circumstances** mean that you may qualify even if your adjusted family income for 2014 exceeds $40,000. If any of the following circumstances apply to you, please submit the **required supporting documentation** as outlined below:
  - **Death of Spouse**: If your spouse reported income in 2014 and the death occurs in 2015, eligibility will be based on your income only. A copy of the death certificate **and** your spouse's Social Insurance Number is required.
  - **Long-Term Care**: If a spouse is a resident of a long-term care facility, you may deduct payments to the facility supporting his or her care in determining your eligibility. A signed statement from the long-term care facility supporting the amount and nature of expenses is required. If the cost of long-term care is fully funded by a third party and no contributions are being made from the combined family income, then the cost of care cannot be deducted when calculating adjusted family income.
  - **Funded Adult Basic Education (ABE) / Skills Development**: If you received government funding in 2014 to attend an ABE program or for skills development and that funding was included on your 2014 income tax return, you may deduct this funding in determining your eligibility. Supporting documentation would be a course enrollment letter and a copy of the T4E for the 2014 taxation year.
  - **Divorce/Legal Separation**: If you filed your 2014 tax return as married or common-law and became divorced or legally separated in 2015, eligibility will be based on your income only. A copy of legal documentation verifying divorce or legal separation is required and your ex-spouse's Social Insurance Number.

APPLICATION FORM: 2015-2016
HOME HEATING REBATE
(PLEASE COMPLETE ALL SECTIONS IN FULL)

FOR OFFICE USE ONLY

File #: _____

Applicant's Name _____ Social Insurance #_____
Last Name, First Name (Please Print)

Date of Birth _____ Telephone Number _____
(Month/Day/Year)

Spouse's Name _____ Social Insurance #_____
Last Name, First Name (Please Print)

Date of Birth _____
(Month/Day/Year)

Service Delivery Address _____
Street Address *City/Town* *Postal Code*

Mailing Address_____
P.O. Box / R.R. # *City/Town* *Postal Code*

Primary Source of Heat *(Please check the appropriate box. See page 1 for required documentation.)*

❑ Furnace Oil ❑ Electricity ❑ Wood ❑ Propane ❑ Other
(specify)_____

Special Circumstances *(Please check any box which may be applicable. See page 1 for details under "Required Documentation".)*

❑ Death of Spouse ❑ Long-Term Care ❑ Divorce/Legal Separation ❑ Funded Adult Basic Education (ABE)/Skills Development

Required Documentation

❑ I have enclosed an invoice along with all other required documentation as outlined in page 1.

Certification and Consent

I/we declare that the information provided above is true and correct to the best of my/our knowledge. I/we hereby authorize the Canada Revenue Agency to release: relevant information from my/our personal income tax return(s) to verify my/our eligibility for the program, and my/our bank account information for the purpose of direct deposit of the Newfoundland and Labrador Home Heating Rebate. I/we hereby authorize the Department of Finance to access relevant information held with other government entities and home heat service delivery companies deemed necessary to verify my/our eligibility for the Newfoundland and Labrador Home Heating Rebate program. If you filed your 2014 income tax return as married or common-law, you must supply BOTH signatures for processing.

_____ _____
Signature of Applicant Date

_____ _____
Signature of Spouse Date

SUBMIT APPLICATION AND REQUIRED DOCUMENTATION TO:

Home Heating Rebate
Department of Finance, Tax Administration Division
P.O. Box 6000, 32 Queensway
Grand Falls-Windsor, NL A2A 0B8

Fax Number: (709) 292-4214
Email: homeheatprogram@gov.nl.ca

Newfoundland Labrador

Privacy Notice: Under the authority of the Home Heating Rebate program, personal information is collected for the administration of the program. This information is kept confidential and handled as required by applicable privacy laws. For inquiries, call 1-855-223-7432.