

Milwaukie Home Energy Score Program Exemption Application

Residents who are selling their home in situation indicative of financial distress may qualify for an exemption in the Milwaukie Home Energy Score program. To apply, complete this application form and include documentation showing proof of eligibility. Applications with missing information or lack of supportive documentation will be denied.

Seller Last Name: _____

Seller First Name: _____

Telephone Number: _____

Email (optional): _____

Seller Primary
Address: _____

City/State/Zipcode: _____

Is this the address of the home
in need of a Home Energy
Score? Yes No

If answering 'No', what is the
address of the home needing a
Home Energy Score? _____

Are you the owner of
the property? Yes No, but I am an authorized representative for the property

If answering 'no', what is your
relationship to the property
owner? _____



Choose the option which applies to this application. All options will require documentation as proof of status, and an application will be considered incomplete without this documentation. (NOTE: Probate and court appointed trustees or representatives for probate are NOT an approved exemption condition.)

- The covered building is listed publicly as part of a trustees sale
- The covered building is listed publicly as part of a pre-foreclosure sale in which a seller has reached an agreement with the mortgage holder to sell the property for an amount less than the amount owed on the mortgage
- The covered building qualifies for sale at public auction or acquisition by a public agency due to arrears for property taxes
- The covered building is under control of a court appointed receiver due to financial distress
- The senior mortgage on the covered building is subject to a notice of default
- The covered building's structure is deemed uninhabitable due to casualty
- The covered building is condemned by action of a government entity, or is otherwise not accessible for assessment due to potential health and safety hazards to the assessor
- Due to a special circumstance unique to the covered building, compliance would cause undue hardship for the Seller (please describe below)
- Other (please describe below)

Description: _____

In order to complete the application, you must attach eligible proof of status for the option selected above. **Eligible proof of status will be official written notification of the condition from a public agency, court or financial institution which clearly indicates the correct address of the property.**

PLEASE REDACT (BLACK-OUT) ANY SENSITIVE INFORMATION, such as bank account information or numbers, social security numbers, credit card account numbers, etc.

Staff will maintain applicant confidentiality to the best extent possible and will discard the attached documentation after verifying proof of eligibility, keeping only a record of verification. The HES exemption application and the information contained within along with the record of verification may be subject to public records requests.

Please read the following and include your signature below to complete the application:

I agree to conform to all regulations adopted by the City of Milwaukie. I understand that any misstatement or omission of material fact in this application may cause forfeiture, on my part, of all rights to an exemption. I authorize the City of Milwaukie, at its option, to request verification from any information source provided in this application.

_____ Signature of Applicant _____ Date

Office Use Only:	
Date Received:	_____
Date Approved/Denied:	_____ <input type="checkbox"/> Application Approved
Reviewed by:	_____ <input type="checkbox"/> Application Denied
Description of Documentation:	_____
If Denied, Reasoning:	
<input type="checkbox"/> Incomplete application	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Insufficient proof/ documentation of eligibility	_____

Submit the completed application through the following options:

- Email the form and supporting documentation to homeenergyscore@milwaukieoregon.gov
 - **Please include your name and the home address in the subject line of the email**
- Mail a physical copy of the completed form and supporting documentation to:
 - City of Milwaukie*
 - Attn: Home Energy Score Program*
 - 6101 SE Johnson Creek Blvd*
 - Milwaukie, OR, 97206*
- Drop off a physical copy of the completed form and supporting documentation to:
 - Milwaukie Public Works Campus*
 - 6101 SE Johnson Creek Blvd*
 - Milwaukie, OR, 97206*