



BURBANK ANIMAL SHELTER

# BURBANK ANIMAL SHELTER Spay/Neuter Rebate Program

## Rebate Application Form

All Spay/Neuter Rebate Program applications MUST be submitted with the following documentation. It is important that all rebates follow the eligibility requirements stated below. Failure to provide all necessary documentation will result in denial of the rebate, or potential processing delays. Rebate applications and documentation can be submitted electronically by email to [BurbankAnimalShelter@BurbankCA.gov](mailto:BurbankAnimalShelter@BurbankCA.gov), mailed by U.S. mail to: Burbank Animal Shelter Spay/Neuter Rebate Program, 1150 N Victory Pl, Burbank, CA 91502, or hand-delivered during normal business hours to 1150 N Victory Pl, Burbank, CA 91502.

- Copy of receipt or invoice from a veterinarian stating the spay/neuter procedure was performed
- Completed and signed rebate application form
- Proof of current Burbank residency with your name and physical address (i.e. a copy of driver's license or state ID, voter registration, BWP bill or property tax bill with homestead exemption)

**General Information:**

Name: \_\_\_\_\_

Street Address\*: \_\_\_\_\_  
*\* Must be located within the City of Burbank.*

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

**Spay/Neuter Pet Information:**

Pet Name	Date of Surgery	Licensed Veterinary Practitioner that Performed Procedure	Veterinarian's Phone No.	Type of Animal	Rebate Amount* (maximum of \$50 per cat or \$100 per dog)
				<input type="checkbox"/> Cat <input type="checkbox"/> Dog	
				<input type="checkbox"/> Cat <input type="checkbox"/> Dog	
				<input type="checkbox"/> Cat <input type="checkbox"/> Dog	
				<input type="checkbox"/> Cat <input type="checkbox"/> Dog	
Total eligible rebate for all pets listed above:					

- Eligibility Guidelines:**
- To be eligible for rebates, the applicant must be a full-time resident of Burbank. Organizations are not eligible for rebates.
  - Limited to 2 pets per household per fiscal year.
  - Rebates will be issued by check only. Allow 60 calendar days for processing.
  - Rebates will only be issued for spay/neuter procedures performed on dogs or cats.
  - All rebate-eligible spay/neuter procedures are required to be performed by a licensed veterinary practitioner.
  - Incomplete applications or lack of required documentation will result in denial of rebate.
  - Rebate application forms must be post-marked or delivered within 60 calendar days of having the procedure performed.
  - The Spay/Neuter Rebate Program is a funding-limited program that issues rebates on a first-come, first-served basis. Rebates will be issued to eligible applicants while funding lasts.
  - Rebates will be issued up to a \$50 maximum per cat and \$100 maximum per dog or up to the actual cost of the spay/neuter.
  - Only the cost of the spay/neuter procedure is eligible for the rebate.

**Applicant Affirmation:**

I, \_\_\_\_\_ certify that I am the pet owner and a full-time resident of Burbank and that the above surgical procedure(s) were completed on the pet(s) listed above, and that all the information provided on this application is accurate. I have read and fully understand the eligibility guidelines and have included all of the necessary information and documentation required to process this rebate.

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

**Burbank Animal Shelter Staff Only:**

Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_

Date Processed: \_\_\_\_\_ Processed by: \_\_\_\_\_

Total Eligible Rebate: \_\_\_\_\_