



BURBANK  
ANIMAL SHELTER

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## Spay/Neuter Rebate Program

### Rebate Application Form

All Spay/Neuter Rebate Program applications MUST be submitted with all required 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.

<b>Required Documentation:</b>					
<b>Copy of receipt or invoice from a veterinarian stating the spay/neuter procedure was performed.</b>	<b>Completed and signed rebate application form.</b>	<b>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).</b>		<b>Government issued ID.</b>	
<b>General Information:</b>					
Name: _____					
Street Address: _____					
City: _____		State: _____		Zip: _____	
Phone: _____		Email: _____			
Mailing Address: _____					
City: _____		State: _____		Zip: _____	
<b>Spay/Neuter Pet Information:</b>					
Pet Name	Date of Surgery	Licensed Veterinary Practitioner that Performed Procedure	Veterinarian's Phone No.	Type of Animal Dog, Cat or Rabbit	Rebate Amount*
Total eligible rebate for all pets listed above: _____					
<b>Eligibility Guidelines:</b>					
<ul style="list-style-type: none"><li>To be eligible for rebates, the applicant must be a full-time resident of Burbank. Organizations are not eligible for rebates.</li><li>Limited to 4 pets per household per fiscal year.</li><li>Rebates will be issued by check only. Allow 60 calendar days for processing.</li><li>Rebates will only be issued for spay/neuter procedures performed on dogs or cats.</li><li>All rebate-eligible spay/neuter procedures are required to be performed by a licensed veterinary practitioner.</li></ul>			<ul style="list-style-type: none"><li>Incomplete applications or lack of required documentation will result in denial of rebate.</li><li>Rebate application forms must be post-marked or delivered within 60 calendar days of having the procedure performed.</li><li>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.</li><li>Rebates will be issued up to a \$50 maximum per cat, \$100 maximum per dog and \$100 per rabbit or up to the actual cost of the spay/neuter.</li><li>Only the cost of the spay/neuter procedure is eligible for the rebate.</li></ul>		
<b>Applicant Affirmation:</b>					
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: _____		
<b>Burbank Animal Shelter Staff Only:</b>					
Date Received: _____		Received by: _____			
Date Processed: _____		Processed by: _____		Total Eligible Rebate: _____	