



**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, 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.

Required Documentation:

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).	Government issued ID.
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General Information:

Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____

Spay/Neuter Pet Information:

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: _____

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 4 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, \$100 maximum per dog and \$100 per rabbit 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: _____