



City of South St. Paul Parks & Recreation Department Fee Assistance Application



The Parks & Recreation Department has adopted a sliding fee schedule to assist those with financial need regarding youth recreation programs. To be eligible, you must meet certain income and household size limitations. (*Programs fill on first come, first served basis*)

The procedure for fee assistance consideration is:

1. Complete the form below.
2. Attach a copy of the first page of your most recent federal income tax form. If you are eligible to be claimed as a dependent on anyone else's tax return, a copy of the first page of their return will also be required.
3. Attach a completed program registration form, along with payment based upon the sliding fee schedule.
4. Because of limited funds, only South St. Paul residents ages 3-15 are eligible to apply. Each applicant may apply for fee assistance for one program per season (Fall, Winter, Spring, Summer) and must fill out a new application form each season. Each individual participant is considered an applicant and has a \$50.00 annual limit for fee assistance.
5. Exempt from fee assistance are programs/activities with fees under \$10, programs that involve the pre-ordering of tickets, pool passes/admissions.
6. The Parks & Recreation Department reserves the right to modify the fee assistance availability and requirements at any time.
7. Drop off or mail complete forms and attachments to:

City of South St. Paul Parks & Recreation Department
125 - 3rd Avenue North, South St. Paul, MN 55075 651-366-6200

Name: _____ Phone:(H) _____ (C) _____

Address: _____ Email: _____

Program(s) for which Assistance is needed: _____

Household Size (number of persons in household): _____

Adjusted Gross Income (based on household's prior year tax returns(s): \$ _____

Other Non-taxable Income (please provide description): \$ _____

I certify that the household size and income information shown above is correct. Copies of tax returns, benefit statements (i.e. - social security) and other information verifying income have been included with my application. I understand these documents are required before a discount can be approved.

Name (please print) _____ Signature _____ Date _____