

BERKELEY ELECTRIC TRUST

P.O. Box 1234 Moncks Corner, SC 29461

(843) 761-8200



You must have an active account in your name to apply for assistance.

Account Number _____

All blanks must be filled out with your most current and accurate information, it must be signed, and the following items need to be attached to your application or it will be returned to you to complete.

- You must list all household members income, salary (alimony, child support, AFDC, SSI, food stamps, and all other sources of income). Attach copies to confirm the income.
- For home repairs it is required to attach the following:
 - A. **Two (2) separate bids from contractors** – describing the work they will be doing in detail and material costs with the contractor's name and phone number.
 - B. **Photos of the items needing repair** – for example, if roofing repairs are needed, provide photos of the damage on the roof.
- For heating/air requests you must submit two (2) bids from licensed heating/air contractors.

The maximum amount the Trust can approve in a three year's time is \$5,000. If the approved contractor bids (labor and material), exceed the maximum amount you will be responsible for acquiring additional funding of the difference before any work is started.

I have read and understand the above statement.

- Attach proof of ownership of house and land. (Ex: copy of your tax bill or paid receipt or a copy of your title.) If the Land/Home is heir's property, you will have to get a letter signed by the person in charge of the property, as listed on the tax books, giving you permission to live there for five years or longer. It will also have to have a notary's signature and seal.

If your application is approved, you will be required to submit the following paperwork before any work is started:

- A building permit (county or town) may be required for roof repairs, electrical work, or any structural changes made to the home (floor joists, fascia boards, etc.). Please check with the representative assigned to your application to see if you will need one. You will be responsible for obtaining this permit from the County or Town where you reside and submitting a copy to Berkeley Electric Trust prior to any work beginning.
- A DHEC permit is required for installation/any work done to a well or septic system.

Additional application information:

- Applications are due by the 25 of each month to be considered the following month. For example, if received on January 25 or before, it will be reviewed at the February meeting. If the application is received January 26 or after, it will be held and reviewed at the March board meeting.
- The Trust Board meets on the third Thursday of each month.
- The applicant must provide two (2) separate bids from contractors.
- The bids must be current. Bids older than 90 days from the date the application is turned in will not be accepted.

If you have questions, please call (843) 761-8200.

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Application for donation for individual and/or family

1. **Name:** _____
Last First Middle Age

2. **Names of other household members:**

	Last Name	First	Middle	Relationship	Age
A.	_____	_____	_____	_____	_____
B.	_____	_____	_____	_____	_____
C.	_____	_____	_____	_____	_____

3. **Street Address:** _____ **P.O. Box** _____
Street Name

_____ City State Zip Code

4. **Phone Number:** _____
Home/Cell Work

5. **Employer of those listed in items 1 and 2:** List additional information on separate page and attach.

1.	_____	_____
	Name Address	
	_____	_____
	Supervisor Phone	
2.	_____	_____
	Name Address	
	_____	_____
	Supervisor Phone	

6. **Reason for donation request:**

MONTHLY EXPENSES / INCOME: Please fill out completely and list all expenses and income (for EVERYONE living in the home) based on **MONTHLY** dollar amounts.

MONTHLY EXPENSES	Dollar Amount	Explanation, if needed
HOUSING: <input type="checkbox"/> Mortgage <input type="checkbox"/> Rent		
FOOD		
ELECTRICITY		
WATER		
SEWER		
PROPANE		
PHONE		
INTERNET		
VEHICLE PAYMENT		
VEHICLE INSURANCE		
MEDICAL INSURANCE		
LIFE INSURANCE		
HOME INSURANCE		
OTHER INSURANCE		
DOCTOR		
HOSPITAL		
MEDICATIONS		
CHARGE ACCOUNT - 1		
CHARGE ACCOUNT - 2		
CHARGE ACCOUNT - 3		
LOAN - 1		
LOAN - 2		
TAXES - Land		
TAXES - Home		
TAXES - Auto		
OTHER EXPENSES - 1		
OTHER EXPENSES - 2		
TOTAL MONTHLY EXPENSES		

MONTHLY INCOME	Dollar Amount	Explanation, if needed
Social Security		
Retirement/Pension		
Disability		
Salary		
Bonus, Tips, Commissions		
Real Estate/Farm Income		
Food Stamps (SNAP)		
Other Income - 1		
Other Income - 2		
TOTAL MONTHLY INCOME		

7. Please list three personal references.

Cannot be a director or employee of Berkeley Electric Cooperative or the Berkeley Electric Trust.

Name	Phone
Name	Phone
Name	Phone

Hold Harmless Indemnification

Applicant does hereby agree to defend and hold harmless Berkeley Electric Trust Inc.; its employees, and its board members from any and all liability regarding any construction, improvements, and/or repairs to applicants' property as a result of any actions performed by a contractor utilized by the applicant.

8. Have you ever received Operation Round Up funds from Berkeley Electric Trust?

Yes No

The information contained in this statement is for the purpose of obtaining funding from the Berkeley Electric Trust on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding the grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Berkeley Electric Trust may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Berkeley Electric Trust is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

Signature of Applicant

Signature of Spouse (if married)

Date

STATE OF SOUTH CAROLINA)
)
COUNTY OF _____)

HOLD HARMLESS AGREEMENT
AND RELEASE

WHEREAS, Representatives of Berkeley Electric Trust, LLC do enter upon the property of applicants to conduct inspections of the property pursuant to an application for funds to make certain repairs to the property;

WHEREAS, the inspections carry some risk to the Trust Representatives in conducting the inspections, it is therefore

AGREED, that the below signed property owner/applicant does hereby agree to protect and hold harmless the Berkeley Electric Trust, LLC Representatives and take such steps as are necessary to protect the Representatives from injury or exposure to hazardous elements and conditions, it is further

AGREED, that the Representatives shall conduct the inspection in such manner as the Representative, in her/his sole opinion, deems prudent and necessary

Signed this the _____ day of _____, 20____

Applicant/Property Owner