



REQUIREMENTS FOR ASSISTANCE INTERVIEW

Applicants must have all required documents before arriving at the appointment.

Required for ALL appointments

1. Applicant ID Card
2. Income
 - ✓ Wages (last 4 paystubs)
 - ✓ SSA, Veterans, Annuities, and Retirement (annual award letter)
 - ✓ Self-Employment (previous year tax Schedule C if current and representative OR past 12 months listing monthly gross income per month)
3. Required information for specific request – Listed below for each type of assistance

Required for Rental Assistance:

- Landlord Rental Assistance Form
- Current lease agreement
- Current rental pay history ledger

Required for Mortgage Assistance:

- Current mortgage statement showing past due portion

Required for Utility Assistance:

- Utility Bill showing disconnect notice

Required Medical/Dental/Eye Doctor bill assistance:

- Bill showing insurance payment completed

Required Medical Prescription Refill Assistance:

- Pharmacy price list for medication