

Documents you may need for registration.

You will need any of the documents below that apply to any of the sources of income for your household:

- ◆ Proof of residency - such as photo I.D., drivers license, lease agreement, utility or phone bill
 - your current address must be listed on the document provided
 - if you do not have one of these, contact us for options
- ◆ Most recent Federal 1040 Income Tax Return
 - if you filed taxes last year
 - must be signed
 - we must receive "Schedule C" if you are self-employed
- ◆ Social Security Award Letter(s) - if Social Security is a source of income
 - all SSA letters for each household members who receives income from the Social Security Administration and is listed on your tax returns
 - all SSA letters for each household member who receives income from the Social Security Administration and is joined by marriage
 - may include retirement, disability, or social security insurance
- ◆ Pay stubs for each household member who is working and is listed on your tax returns
 - we need the four (4) most recent check stubs in the order they were received
- ◆ SNAP Notice of Action—if you receive SNAP benefits
- ◆ Unemployment Award Letter
 - for everyone who receives unemployment benefits and is listed on your tax returns
- ◆ Statement of Unemployment
 - for every adult who is unemployed and is listed on your tax returns
- ◆ Self-Declaration of Income
 - for everyone in the household who receives income that is not otherwise documented
 - may include odd jobs, using savings for expenses, selling property, and other ways of supporting your household
- ◆ Documentation of other income for your household such as child support, pensions, annuities, insurance payments, and other sources of income for everyone who receives other income and is listed on your tax returns
- ◆ Letter of Support—if you have NO income
 - we require a letter from at least one person who provides you with support
 - support may include permanent or temporary shelter, housing, food, cash, gifts, or other support
 - this form must be completed by the person providing support and signed in front of a Notary
 - contact our registration coordinator if you have questions or concerns
- ◆ Other documentation may be required based on your individual situation.