

Date of Appointment and Time: _____

C-SCDC 479-785-2303

REQUIREMENTS FOR UTILITY ASSISTANCE PROGRAM

(Regular and Crisis)

- _____ Proof of **Gross Income** for **ALL** person(s) in the household that are 18 & over for the month of _____. This will be all check stubs that you received in the previous month. (No bank statements)
- _____ Proof of SSI, and Social Security **ALL** person(s) in the household receiving benefits. (Current 1099 or letter from Social Security telling the amount you receive. No bank statements).
- _____ Proof of no unemployment on any adult 18 years or older with no income.
- _____ **Must** have current GAS & ELECTRIC bill or current GAS/ELECTRIC shut-off with account number included.
- _____ Must have social security number for **ALL** household members **AND** an acceptable identification document. This can be a Driver's license, birth certificate, work or school identification card, identification card for health benefits, voter identification card, or paycheck stubs containing the name of the person.
- _____ If you are receiving utility assistance (over \$50) through HUD you must provide proof.
- _____ If children are living in the home and both parents are **not** living in the home, you must provide verification of child support from the Child Support Enforcement Office. If no child support is being received, verification of NO child support must be provided from the Child Support Enforcement Office (located in Van Buren behind the Western Sizzlin Steak House off Highway 540). If child support is ordered by the courts, a CURRENT copy of the divorce decree can be accepted.
- _____ If unable to come in, you must send a not giving permission to the person representing you in your absence to sign your application. Along with identification documentation for them and you.