

## List of required documents:

- **Birth certificate and Social Security card** for yourself and each household member.
- Proof of Citizenship or Lawful Permanent Residency status, such as naturalization paper, alien registration card, etc., for each member of your household.
- Copy of **current year's Social Security** award letter(s) for all household members receiving Social Security benefits.
- Copy of **current** pension statement and gross benefits and any deductions that are taken.
- Proof of child support payments your are receiving. (Acceptable verification include: child support order or 6-month print out of child support disbursements from probation. If you are receiving child support directly from the provider, submit a statement from the provider that includes his/her name, full address, telephone number, the amount and frequency of payments.)
- Copies of **4 current consecutive pay stubs** for all household members who are employed. If 4 pay stubs are not yet available, submit a letter from the employer on company letterhead indicating the gross wages earned. Employer's name and address.
- **Checking account 3 most current and consecutive statements (ALL PAGES). All other ASSETS copy of most current statement (ALL PAGES). RUSH CARDS & DIRECT EXPRESS accounts either copy of most current statement or ATM receipt listing account number.**
- Verification of full-time student status from school's registrar office for any household member over the age of 18.
- Proof of real estate value for any household member(s) that own property and current mortgage balance if applicable. (Acceptable verification include: Current tax bill with value assessment of the property owned and current mortgage statement.)
- Copy of last year's 1040 form for household members over the age of 18 who are self-employed.
- Copy of unemployment stubs for any household member receiving benefits.
- Verification of alimony payments. (Acceptable verification include: copy of alimony order or print out from probation. If you are receiving alimony directly from the provider, submit a statement from the provider that includes his/her name, full address, telephone number, the amount and frequency of payments.)
- Copy of **current TANF/GA** award letter for any household member receiving public assistance.
- Verification of family support payments for any household member.
- Copy of complete lease, current rent receipts, proof of utility (gas /electric) bills that you are paying. If you are living with a family member, provide a notarized letter from that family member stating this is your residence.