

# **REQUIRED DOCUMENTS for ELIGIBILITY SCREENING**

[You *must* bring these forms to your Eligibility Interview]

## **♥ Current monthly household income (Bring *all* that apply to *your* household):**

- Verification of one month's worth of current and consecutive pay stubs for each household member (We use gross income, amount earned *before* taxes are withheld.)
  - Bank statements - *most recent*
  - Social Security Benefit Statements - *most recent*
  - Medical Assistance Denial letter  
(Telephone number for County Assistance - 610.466.1000)
  - Unemployment payment verification - your initial eligibility letter and any extensions
  - Workman's Compensation - *one month's* documentation
  - SSI (Supplemental Security Income)
  - Cash assistance verification
  - If self-employed, must file taxes and have a Schedule C with tax return. Three months bank statements for business information.
  - Alimony/spousal support
  - Grants/scholarships and school loans verification
  - School/college transcript verifying credit hours per semester
  - Birth certificate for youngest child
  - Wage verification form if paid cash or personal check. If self-employed have copies of personal checks attached to wage verification form.
  - Section 8 Housing/public housing letter

**♥ Current Income Tax Return, *all* W-2's and Schedule C if you have business income**  
**OR if you *did not file* taxes, bring *all* your W-2 Forms for the year**  
(if documents are lost, call 1.800.829.1040 for a free tax transcript)

## **♥ Verification of residency, housing and car payments**

- Current utility bill, for example, gas, electric or phone
- Mortgage or rent payment verification. Verification of total mortgage loan amount
- Car payment(s) verification

## **♥ Photo Identification**

## **♥ Social Security Card**

**♥ Food stamps verification** - bring copy of the front *and* back of the food stamp letter

## **♥ Other** \_\_\_\_\_

Note: Registration is done every 12 months or if a life changing event.  
You must reapply within three months of expiration.

\*These are guidelines only – Qualification determined after you come in for a full screening.