

Thomas Ryan
Executive Director

Be sure to bring the following information to your appointment. Failure to provide the proper documentation may result in a re-scheduled appointment.

IDENTIFICATION

- Valid driver's license(s)** or state issued picture ID(s) for all applicants
- Social security card(s)** for all applicants
- Valid permanent resident card** – *if applicable*

INCOME

- Income tax returns** for the last two (2) years with W-2 forms; if applying with someone else they must also provide their income tax returns for the last two (2) years.
- Self-employed** applicants must bring the last two years of filed income tax forms (please ensure Schedule C and 1099 forms are included with your tax forms).
- Last four (4) paystubs** for each employed household member who will be living in the home.
- Other income** such as social Security (SSI), retirement, disability, unemployment, nutrition assistance, or other benefits bring award/confirmation letter (all pages) – *if applicable*
- Bank statements** for the last two months for all checking and saving accounts (bring all pages).
- Asset statements** for the last two months for all accounts, such as retirement accounts, 401K plans, and IRA (bring all pages).

CHILD SUPPORT

- If awarded or required to pay child support provide court order and last 12 months of payment history – *if applicable*

DIVORCED - ALIMONY

- Divorce decree
- If awarded or required to pay alimony, provide court order and 12 month payment history or receipts

APPOINTMENT

Date: _____ Time: _____
Mon. Tue. Wed. Thurs. Fri

BANKRUPTCY

- Bankruptcy discharge court documents including papers and list of creditors schedule F – *if applicable*

UTILITIES

- Most recent billing statements:** rent, water, electricity, gas, home phone, cell phone, cable/satellite, internet
- Auto insurance statement**

CURRENT AND PREVIOUS ADDRESSES

- Name, address, and telephone number of your landlord(s) over the past two (2) years.

CREDIT REPORT FEE

- Money order** \$17.90 individual
- Money order** \$35.80 Joint (married)

AGENCY CONTACT INFORMATION

- 130 N. State Ave / PO Box 600
Somerton, AZ 85350
- P: (928) 627-4221
- F: (928) 627-4213
- TTY 711

NOTICE

All applicants must be present; interview sessions are approximately two (2) hours long. If you arrive 15 minutes late, your appointment will be re-scheduled. Income levels and program requirements are subject to change without prior notice.

