

TELEPHONE (708) 534 6020

FAX (708) 534 6080

NOTICE TO GENERAL ASSISTANCE/EMERGENCY ASSISTANCE APPLICANTS

NAME:

DATE:

ADDRESS:

CITY:

*IF YOU HAVE SUBMITTED AN APPLICATION, PLEASE RETURN THE ITEMS CHECKED BELOW WITHIN **7 DAYS OF THE DATE LISTED ABOVE** SO THAT A DECISION CAN BE REACHED AS TO YOUR ELIGIBILITY FOR ASSISTANCE. IF YOU HAVE **NOT** SUBMITTED AN APPLICATION, PLEASE SUBMIT **ALL** ON LIST, FRONT AND BACK. IT IS THE RESPONSIBILITY OF THE APPLICANT TO MAKE SURE ALL INFORMATION HAS BEEN SUBMITTED TO THE GENERAL ASSISTANCE OFFICE. **PLEASE CALL FOR AN APPOINTMENT.***

PROOF OF RESIDENCE

- LEASE
- DEED
- LETTER FROM LANDLORD
- SECTION 8 OR SUBSIDIZED VERIFICATION

LAST PAYMENT RECEIPT

- RENT
- MORTGAGE
- STATEMENT FROM LANDLORD

UTILITIES BILLS

- GAS
- ELECTRIC
- WATER
- TELEPHONE

FROM ALL HOUSEHOLD MEMBERS

- SOCIAL SECURITY CARDS
- BIRTH CERTIFICATES
- PAY STUBS FOR THE LAST **60 DAYS** OR
- LETTER FROM EMPLOYER SHOWING EARNING
- SELF-EMPLOYMENT RECORDS

ILLINOIS EMPLOYMENT LETTER/INFORMATION

- LESS THAN **30 DAYS OLD**

(OVER)

APPOINTMENT OR APPROVAL/DENIAL LETTER FROM I.D.H.S.

- FOODSTAMPS/LINK CARD/SNAP
- MEDICAL CARD
- TANF

VERIFICATION OF ALL OTHER INCOME

- HELP FROM FAMILY OR FRIENDS
- LOANS
- CHILD SUPPORT
- RENTAL INCOME
- SOCIAL SECURITY, PENISON
- SSI
- SSD
- VETERANS ASSISTANCE
- WORKERS COMPENSATION
- OTHER _____

BANK ACCOUNT STATEMENTS FOR THE LAST **90 DAYS**

- CHECKING
- SAVINGS
- CREDIT UNION

PHOTO ID SHOWING CURRENT ADDRESS

- DRIVERS LICENCE OR
- STATE ID
- OTHER

OTHER VERIFICATION

- INSURANCE POLICIES, TRUST FUNDS, BONDS, CD'S, IRA'S, 401k
- DOCTOR'S STATEMENT (if not working because of an injury or illness)
- CAR TITLE OR REGISTRATION
- LIHEAP APPLICATION VERICATION (WILL COUNTY CENTER FOR COMMUNITY CONCERNS)
- VETERANS ASSISTANCE APPLICATION
- VOTERS REGISTRATION
- CHILD CARE COST
- FIVE DAY NOTICE FOR RENT
- NOTICE OF DISCONNECTION FOR UTILITIES

*****PLEASE NOTE: THERE ARE FORM FOR YOUR SIGNATURE AT THE TIME OF YOUR APPOINTMENT*****

OTHER
