Documentation to Include with the Hearth Application for Housing

☐ **Birth Certificate**
- If born in the U.S., contact Vital Records/ Dept. of Public Health where you were born
- If unable to obtain your birth certificate please go the your local Social Security office and ask for a letter from them verifying your date of birth

☐ **Social Security Card**
- If you do not have your SS card you must request a duplicate card be sent to you. You can do this by going to your local Social Security Office

☐ **Photo ID**
- This can be any official document with your photo (Mass ID, drivers license, passport, military ID, U.S. residency document with a photo)

☐ **Proof of Income (SS, SSDI, SSI, EAEDC, wages, pension, trust, etc.)**
- A letter from Social Security stating what your monthly payment is
- If working, completed employment verification form found in the application
- A letter from the VA stating Veterans benefits/pension
- Verification from Department of Transitional Assistance for EAEDC

☐ **Bank Information**
- Recent bank statement for any current checking or savings accounts you have
- "Asset/Interest Income Verification ": found in the Hearth application. **The bottom section must be completed by the bank prior to submitting it**

☐ **Immigration/Citizenship/Residency Documentation if not born in the U.S.**
- Proof of legal residency in the U.S. or verification of citizenship status

☐ **Copy of Life Insurance Policy Information**