



Washington Township Trustee, Hamilton County
1549 E. Greyhound Pass
Carmel, In 46032
317-574-9490

Appointment Date: _____ Time: _____ Caseworker: _____

The following information is REQUIRED and applies to each adult member of your household, for the last 90 days. If you cannot document income and expenses for the 90 days prior to your appointment, please reschedule your appointment; failure to provide required documents may result in denial of assistance request. *If your documents are electronic, they are required to be sent via email before your appointment* *If you arrive late, you may be asked to reschedule your appointment for another day.

Current Indiana driver's license/or ID card (with current address)

Non US citizen: visa or permanent alien card

Proof of residency for children (school records or other verification of address)

Income verification: check stubs, award letter, child support, unemployment

Job termination letter

Confirmation of filing unemployment benefits

Current bank transaction list for the following: all checking/savings accounts, pay card printout, IRA's, 401K, TAX RETURN (Tax return needed January-June only)

Current utility bills: gas, electric, water, sewer, telephone, trash service, cable, internet

Credit cards and other monthly obligations (such as vehicle own/lease statement or registration)

Documentation of any medical issues/expenses, hospitalizations, physician statements, etc.

Health insurance verification, life insurance policy

If you rent your home:

If you own/are buying your home:

Copy of lease and monthly ledger

Mortgage/payment information

Landlord name, address and phone number

Property tax statement

Renter's insurance

Homeowners insurance