

Documentation to Include with the Hearth Application for Housing

(These documents are required to complete your application)

- **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 to 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**
- **Physicians Summary Form**
 - Part of the Hearth Housing application
 - Please have completed by your Primary Care Doctor