

LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM
APPLICATION

REQUEST FOR ADDITIONAL INFORMATION

Name:	Date of Application:	Record Number:
-------	----------------------	----------------

PLEASE PROVIDE ALL OF THE INFORMATION CHECKED BELOW IN THE ENCLOSED ENVELOPE BY OR YOUR APPLICATION WILL BE REJECTED AND YOU WILL HAVE TO REAPPLY (only the items checked (x) apply to your application)

Date:

If you have any questions, or have difficulty in getting the information I will try to assist you. Please call the number shown below.

Energy Assistance Worker _____ Date _____
Telephone No. _____

- 1 A photocopy of your current Social Security check or an up-to-date award letter from the Social Security office. If direct deposit, a bank statement is acceptable. Call 1-800-772-1213 to find the office nearest you. We must have verification for all household members who receive benefits.
- 2 A photocopy of your unemployment compensation check and stub or benefit determination notice.
- 3 A photocopy of the following:
 - Worker's Compensation check, sick benefit check, or up-to-date award letter
 - Veterans benefit check or up-to-date award letter Black lung check Proof of interest and/or dividend income
 - Retirement check (if it shows the gross amount before taxes or insurance premiums have been deducted) or letter from employer showing the gross amount received
- 4 If support is court ordered, send printout or letter from Domestic Relations Office. If not court ordered, a letter from the person paying support with address, telephone number, the amount of support and how often it is paid.
- 5 Provide proof of earnings for the following persons for the period or periods shown.

Name	From	To	From	To	From	To
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
- 6 The attached Landlord Statement (PWEA 36) form completed and signed by your landlord.
- 7 Heating bill or letter from your dealer stating that you are a customer. You must verify your primary source of heat.
 - No bill was enclosed with your application The bill is over 2 months old
 - Explain why your heating bill is in a different name Your electric is not for heat
 - Your gas bill is for cooking and hot water, not heat Since the benefit is your secondary heat source, send fuel bills for main and secondary source
- 8 The attached Zero-Income Statement (PWEA 6) completed and signed by you.
- 9 A photocopy of non-U.S. citizen status card for each non-U.S. citizen who resides in the household.
- 10 You did not sign the application. Please read the entire certification section on the back of this form and complete the appropriate section of the statement #2. Please sign and date where indicated by the "X."
- 11 Other

