



*The Plainville Community Food Pantry, Inc*

Tel: 747-1919 • Fax: 793-2475

www.thefoodpantry.net

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**Paperwork Necessary to Verify Program Eligibility**

**\* ALL paperwork must be brought to the Pantry before an application can be processed. \***

**A) Proof of benefits from other agencies:**

If you are currently receiving any assistance from another agency, i.e. BCO, Department of Social Services, Food Stamps, Disability, etc., the Pantry needs a copy of the benefits you are receiving.

**B) Proof of residence:**

**(Town of Plainville)** This may be a: copy of your drivers' license with your current Plainville address, recent bill, copy of your lease agreement, or if you are renting a room from an individual but are not included in the lease agreement between that individual & the landlord, that individual will need to provide us with a copy of the rental agreement & complete a Affidavit In Certification of Living Arrangement Form.

**C) Copies of: (These must be recent and have your current address on them.)**

- 1) 1040 Income Tax Form (for the last year)
- 2) Rent or Mortgage Payment
- 3) CL&P bill
- 4) Phone bill (cellular phone bills included)
- 5) Cable bill/Internet bill
- 6) Yankee Gas bill
- 7) Oil company bill/receipt
- 8) Checking Account statement
- 9) Savings Account statement
- 10) Driver's License or Photo I.D.
- 11) Car Payment
- 12) Social Security card(s) for **ALL** family members
- 13) Child Care Payment
- 14) Credit Card Payments
- 15) Medical bills – if applicable
- 16) Insurance bills (homeowners, car, life, health)– if applicable
- 17) Taxes (home, car)
- 18) Water and or Sewer bill
- 19) Miscellaneous – any bills in your name that are a source of financial strain

**D) Proof of ALL Income: (Including ALL income from ALL other household members)**

- 20) Earned Income/Employment including baby-sitting, self-employment
- 21) Income from Social Security, Unemployment, Worker's Compensation, State, Saga
- 22) Child Support from absent parent
- 23) Support from non-household members
- 24) Income from rental property or mortgages, trusts, stocks, bonds, dividends, life insurance
- 25) Income from contributions (fundraisers, TP Strong or other emergency funds)
- 26) Income from Railroad Retirement, Veterans Benefits
- 27) Lump Sum Payments
- 28) ALL OTHER INCOME**