

WEATHERIZATION CHECKLIST

Copies/Proof of the following information must be provided in order to be placed on the weatherization waiting list.

_____ A **Copy** of the applicant's Social Security Card (only the applicant's).

Provide proof of income for everyone in the household for the last three months.

Example: (If you signed the application on February 15th, I need proof of each person's income in the household for November, December and January or yearly statements for SS/SSI etc.)

Absolutely no bank statements or tax returns unless you are self-employed.

_____ 1099 for Self Employed

_____ Paycheck Stubs

_____ Social Security/SSI Benefit Letters (Social Security will mail you one if needed.)

_____ Pension Benefit Letter

_____ Child Support/TANF Printout

_____ Unemployment Printout

_____ Zero Income Statement-signed by all household members over age 19 with *zero* income. Notarize the form if and only if the *entire* household has zero income.

Provide a copy of one of the following as Proof of Ownership.

_____ State Title in Applicants Name; for Mobile/Modular Home

_____ Current Homeowner's Insurance; for Stick Built Homes Only

_____ Real Estate Tax Receipt or Personal Property Tax for Mobile/Modular Homes

_____ Recorded Missouri Deed or Mortgage Statement

An unrecorded lease purchase/rent to own will be considered a rental agreement.

Renters provide.

_____ Landlord: Name, Address and Phone Number.

Utility Bill/s.

_____ A copy of your Electric Bill and Gas, Oil, Wood or Kerosene bill if Used.

Complete and return both the Application, Release form and all required proof listed above.

_____ Signed and Dated application.

_____ Signed and Dated release form.

Questions? Call Dave at (636) 789-2686 ext. 1302 or E-Mail Dave at drose@jfcac.org. Thank you