

ELIGIBILITY VERIFICATION CHECKLIST

Worker's Name: _____ Worker #: _____ Phone Number: _____	Case Name: _____ Case Number: _____
Date Given to Client: _____	Return Appointment Date & Time: _____

PLEASE BRING THE ITEMS LISTED BELOW. THEY ARE IMPORTANT FOR DETERMINING IF YOU ARE ELIGIBLE.

1. BIRTH CERTIFICATES/DEATH CERTIFICATES _____
2. MARRIAGE CERTIFICATES/DIVORCE PAPERS/CHILD SUPPORT PAPERS/ ABSENT PARENT FORM _____
3. IMMIGRATION REGISTRATION CARD/PASSPORT _____
4. PROOF OF IDENTITY (CALIFORNIA DRIVER'S LICENSE OR DMV I.D. CARD) _____
5. PROOF OF PREGNANCY WITH DUE DATE (E.D.C.) (CalWORKS) _____
6. WORK REGISTRATION (SC 1404) _____
7. APPLY FOR UNEMPLOYMENT BENEFITS (BRING ALL FORMS GIVEN TO YOU BY UNEMPLOYMENT) _____
8. EMPLOYER VERIFICATION (SC 549) _____
9. SOCIAL SECURITY CARDS/MC 194 _____
10. TAX ASSESSMENT CARDS & PROOF OF BALANCE OWED ON MORTGAGE (PRINCIPAL AND INTEREST) _____
11. CAR REGISTRATIONS & VERIFICATION OF PAY-OFF BALANCE _____
12. BANK ACCOUNT STATEMENTS _____
13. LIFE INSURANCE POLICIES _____
14. STOCKS/BONDS STATEMENTS _____
15. PROOF OF OTHER PERSONAL & REAL PROPERTY (CalWORKs, FOOD STAMPS) _____
16. PROOF OF EARNINGS _____
17. PROOF OF CHILD CARE PAID (FOOD STAMPS) _____
18. PROOF OF OTHER INCOME: UI/DI, SOCIAL SECURITY BENEFITS, STUDENT LOANS, GRANTS _____
19. VA BENEFITS (CW 5) _____
20. PROOF OF SCHOOL ATTENDANCE (SC 1302) (CalWORKs) _____
21. REFUGEE ASSISTANCE FORMS _____
22. SPECIAL DIETS (SC 61) OR LETTER FROM YOUR DOCTOR _____
23. MEDICAL VERIFICATION (CW 61, CW 61A, CW 61B) OR LETTER FROM YOUR DOCTOR IF YOU CANNOT WORK _____
24. INCOME TAX RETURN _____
25. RENT RECEIPT/RENTAL AGREEMENT _____
26. ALL UTILITY BILLS (PG&E, TELEPHONE, WATER, ETC.) _____
27. IMMUNIZATION VERIFICATION (SC 1503) (CalWORKs) _____
28. OTHER: _____

For Cash Aid:

If you try your best to get the proof the County needs and you cannot get it, the County must help you. If you have to pay money to someone else to get the proof, and you do not have the money, the County has to pay the money for you. This does not mean that we will pay you for the costs. We may get the necessary proof directly from the provider and pay them. You may need to sign a "Release of Information" form.