

**SC State Housing Finance and Development Authority
HUD Section 8 Rental Assistance Program Eligibility Interview**

Enclosed Documents

- **Family Declaration**
- **Authorization for the Release of Information/Privacy Act Notice**
- **Authorization for Release of Criminal Records**
- **Authorization for Release of SC Dept. of Social Services Data**

The above documents must be read, completed and signed by you and must also be read and signed by each adult member (18 or older) in the household.

- **Declaration of Section 214 Status (Citizenship) – Must be completed for each household member**

You must provide all the documents listed below which pertain to you or any member of your household. Please note – copies and other support documentation will not be returned to you.

- * Social Security Cards and Birth Certificates – Do NOT send originals
 - **Provide a copy** of the social security card and birth certificate for each household member who will be living in the unit with you. Assistance cannot be provided without these documents. Please mail, do not fax these documents.

Picture Identification Card for All Adult Household Members – Do NOT send originals

- **Provide a valid copy** of Driver's license, Student or Work ID, etc.

(The following documents must be dated within the last 60 days)

Social Security Retirement / Disability Benefits

- Provide a current benefit letter from the Social Security Administration showing the monthly benefit amount. You can obtain one by calling 1-800-772-1213 or you may establish an on-line account with the Social Security Administration if you do not already have one.

Child Support / Alimony

- Provide copies of all Court documents.
- If paid directly, provide the Name, Address and telephone number of the person making the payment.
- If paid through an agency (Clerk of Court), provide printout.

Child Care Costs

- Provide at least three receipts from child care providers or canceled checks and the Name, Address, Fax and Telephone number of the provider(s).

Employment Income

- Provide a copy of the last three consecutive pay stubs received from the employer and the Name, Address, Fax and Telephone number of employer.
- If self-employed, a copy of Income Tax returns, or other records showing income from previous 12 months.

Unemployment Income

- Provide a copy of the Unemployment Income Benefit Statement.

Pension Benefits

- Provide the current annual benefit letter from the pension plan administrator.

Bank, Savings or Investment Information

- Provide the last monthly or quarterly statement received from the financial institution.

Veteran (also Spouse or Surviving Spouse)

- Provide a copy of the Veteran's DD214 and a Benefit Statement from the Veteran's Affairs Office.

*****Only for Households where the Head of Household, Spouse or Co-head is Elderly (62 or above) or Disabled *****

Medical Expenses

- Your doctor can provide a statement indicating anticipated medical expenses during the next 12 months.

Medical Insurance Premiums

- Provide a copy of a premium notice or pay stub indicating the amount of medical insurance premiums.

Prescription Medicine Costs

- A printout listing prescription medicine expenses for the past 12 months, or a statement of anticipated prescription expenses for the next 12 months for all household members.