

Energy Assistance Required Documents:

* You must be a Watertown/Oakville resident*

****Every page of your latest bank statements** (checking, savings, credit union, Christmas Club, etc.) **for every member of your household.**

****Social Security numbers for every member of your household.**

****Proof of Social Security income** (this information is on your bank statement) for every member of your household.

*If you work and are paid weekly bring in **four most recent consecutive weekly paystubs**. If you are paid twice a month, bring in two most recent consecutive paystubs. Paystubs must have your name and /or Social Security number on them. Paystubs must be produced for every member of your household who is employed.

*Statements listing the value and income from any CDs, IRAs, stocks or bonds for all members of your household.

*Proof of **rental income** if you own rental property.

*If you are self-employed bring in a notarized **Self-Employment Worksheet** for the last six or 12 full calendar months and your most recently filed 1040 IRS form.

*If you collect **Unemployment Compensation Benefits** bring in a copy of your Unemployment Compensation letter stating the amount of benefits you receive.

*If you have a mortgage bring in your most **recent mortgage statement**.

*SNAP Determination Letter listing the amount of your **SNAP benefits**.

***Your latest electric bill.**

*If you heat with **gas latest bill**.

*If you heat with oil bring in the name of your **oil company and account number**.

*If you receive **financial assistance from family or friends** bring in a signed letter from those providing support that includes amount and frequency of payments.

*If anyone in your household **receives alimony or child support** payments bring in the divorce decree or Family Relations Court letter verifying the amount and frequency of payments.

*If you live in a home **rent free** (this includes “life usage”) that is owned by someone else (who does not live in the home--such as an adult child), the homeowner (person whose name is on the deed) must provide a **signed note** stating the fair-market value of the monthly rent they would charge if the home were being rented to another person.

We process your applications as a convenience for you and send them to New Opportunities, Inc., which determines eligibility.

****If you want to make an apt. for Waterbury call NOW at 203-756-8151****

Watertown Social Services & Food Bank
860-945-5252

