**ALL household members 18 or older are considered adults and must**

**sign all forms as well as provide all the below required documents.**

The below documents are required for all

[ ]  SHIP Application

[ ]  Proof of Identity for each household member (may include Driver’s license, Birth certificate, or Passport)

[ ]  Authorization of Release of Information / SSN Waiver Form *(form provided)*

[ ]  Last 2 months of paystubs for all household members

[ ]  Copies of bank statements (Checking accounts - 6 months; Savings accounts - 3 months)

 All accounts that have anyone in the household’s name on them.

[ ]  Current statement for any Mobile Financial and / or Investment Apps (includes but not limited to;

 Cash App, Venmo, Zelle, Apple Pay, Chime, Acorn, Robin Hood)

[ ]  Latest Federal Tax Return

[ ]  Copy of homeowner’s insurance

[ ]  Proof Mortgage Payment is current

[ ]  Zero Income Form *(if applicable)*

[ ]  Divorce decree *(if applicable)*

[ ]  Letter of adoption *(if applicable)*

[ ]  Court-ordered letter of guardianship *(if applicable)*

[ ]  Current Benefits letters/notices (Disability, Social Security) *(if applicable)*

[ ]  Child support Court Order, If no Court Order then affidavit is required *(if applicable)*

[ ]  Asset Verification *(IRA, 401K, Stocks, Bonds, Property) (if applicable)*

If you are self-employed in addition to the items above;

[ ]  Last 2 years tax returns

[ ]  Schedule C for last 2 years and for current year up to date of application

**NOTICES:**

* Submitted Applications must contain all required documentation. Packages that are not complete will be moved behind those with complete packages.
* Application packets should be emailed to Housing Staff Housing @myokaloosa.com or may be dropped off at the Shalimar Growth Management Office.
* Awards are offered on a “First Qualified First Served” basis. If additional copies of forms are needed you may download from our website at <http://www.myokaloosa.com/gm/ship>