Interviews for General Assistance are scheduled by appointment only. If you are a first time applicant, interviews may last up to an hour. If you are going to be more than 5 minutes late for your appointment you will need to call and reschedule.

**You have an appointment scheduled on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

Please email or drop off the following documentation prior to your appointment:

ga@southportland.org

FOR EACH PERSON IN THE HOUSEHOLD:

Picture ID (if over 18 years old) EBT Card

Social Security Cards Medical Cards

Visa/Passport Immigration Documentation (if applicable)

DOCUMENTATION OF ALL HOUSEHOLD INCOME FOR THE PAST 30 DAYS:

Wages Workers Compensation

Social Security/SSI/SSDI VA Benefits

TANF/ASPIRE Pension or Trust Fund

Child Support Gifts in Kind

Unemployment Other

DOCUMENTATION OF ALL HOUSEHOLD EXPENSES (PROVIDE STATEMENTS AND RECEIPTS):

Rent or Mortgage Car payment and Car insurance

Central Maine Power Unitil/Gas/Oil

Sewer and Water Child care

Prescriptions/Medical expenses Home and/or cell phone

Credit Cards Internet and/or Cable

Child support (current and back) Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DOCUMENTATION OF:

Vehicle registration/insurance State/Federal tax return

Savings accounts, Checking Accounts (statements/current balances for all accounts in the household from the past 30 days leading up to your appointment date)

Landlord Verification of Rental Unit (must be completed by the landlord) or Community Residence letter (must be completed by the host)

Medical Verification (if unable to work: must be completed by a licensed physician)

Employer Verification (if employment recently changed)

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_