

### ***Requirements Food Pantry***

To receive assistance from The Salvation Army Food Pantry, it must have been at least 3 months since you received food. Budgeting class may be required before you can get additional assistance.

Every time you come in for assistance you need to bring the following:

1. Current State issued ID
2. Current Electric Bill (Bills MUST be in the name of the client who is seeking the assistance and living at the current address.)
3. Social Security Numbers for everyone in household

### ***Requirements for Diapers***

To receive diaper assistance, it must have been at least 3 months since you received diapers. Budgeting class may be required before you can get additional assistance.

Every time you come in for assistance you need to bring the following:

1. Parent's Current State issued ID
2. Proof of Residency (Electric Bill or Lease MUST be in the name of the client who is seeking the assistance and living at the current address.)
3. Social Security Numbers for everyone in household
4. Hospital Certificate for new born babies (6 months or younger). State Issued Birth Certificate

### ***Requirements for Emergency Assistance***

To receive the assistance of The Salvation Army, it has to have been at least 1 year since the last time we assisted you with Utility Assistance. Budgeting class will be required before you can get assistance again. Not every time you come in you are guaranteed to be assisted with your needs. If The Salvation Army cannot assist, we will do our best to give you other agencies that might be able to assist you.

Every time you come in for assistance you need to bring the following:

1. Current State issued ID
2. Written Verification of ALL HOUSEHOLD INCOME

- A. Printout from the Food Stamp, Child Support and/or TANF
- B. Copy of Pay stubs for yourself and others in the house (RECENT pay check stubs)
- C. Printout for your Social Security, SSI, and/or Veterans Income
- D. Any other income such as Direct Deposit, Retirement, Unemployment, Alimony
- E. Certified Written statement from family or friends that help or have helped pay your bills

3. ALL BILLS paid on a MONTHLY BASIS with receipts showing what you have paid

Examples:

- a. Rent/ Mortgage e. Car Payment I. Loans
- b. All Utility Bills f. Rental Payments j. Any Type of Insurance
- c. Phone/ Cellular Bill g. All Credit Cards k. Medical/Medicine
- d. Cable/ Satellite Bill h. Furniture l. Daycare

4. Financial Crisis Documentation - Each case will be determined upon your emergency if you will be assisted. Bring in documentation showing what your financial crisis is that has made it so needed our assistance this month.

Examples:

- a. Unexpected hospitalization b. Receipts from evacuation from Hurricane c. Documentation showing loss or decrease of income (job, disability, TANF, etc) d. New medical bills e. Fire report f. Documentation of someone has moved in or out of the home (divorce, adoption, etc)

5. If you are seeking assistance for an utility bill, you must have the most recent two months bills. We do not assist with deposits or disconnect fees. The bill must be due or past due. The Salvation Army does not accept the disconnect notice. (Bills MUST be in the name of the client who is seeking the assistance and living at the current address.)

6. Any other Items requested by Caseworker when schedule appointment

### **Bus Pass Requirements:**

To receive this assistance, it must have been at least 1 months since you received a bus pass.

Every time you come in for assistance you need to bring the following:

- 1. Current State issued ID
- 2. Documentation of an appointment (doctor, DHS, job interview, etc)