

APPLICATION GUIDELINES

WHO CAN APPLY

Parents/Guardians of children whose ages are from birth to 12 years old
(as of December 25, 2017) who meet income guidelines

Seniors age 65+ (as of December 25, 2017) who meet income guidelines

Only 1 application per household; covers all children/seniors in household.

WHERE TO APPLY?

The Salvation Army
220 E. Russell Street

WHEN TO APPLY?

October 23-27

Monday*	9am-4pm
Tuesday*	9am-4pm
Wednesday*	9am-7pm
Thursday*	9am-7pm
Friday*	9am-4pm

WHAT TO BRING?

Please bring all required documents with you to avoid delays in submitting your application

- Proof of **Address**
(Lease agreement or utility bill with current address)
- Current (not expired) photo identification for **ALL ADULTS** in the household
(*Driver's License, State-issued photo ID, Military ID*)
- Proof of birthdates for **ALL CHILDREN 0-12**
(*Birth Certificate, Immunization Records, School ID*)
- Proof of **ALL HOUSEHOLD INCOME** from at least the past month
(*Includes ALL of the following: pay stubs, food stamp award letter and/or a print out of all assistance through DSS, Social Security, SSI, child support payments and any other income received*)
- Proof of **EXPENSES**
(*Including: Bills, Childcare, Student loans and any other payments*)

****Plan to spend about one hour to complete your application.
Depending on the time of day, your wait may exceed 1 hour.****