PVM AFFORDABLE VILLAGES

Now that you've found your village, what's next?

Please use this checklist when completing a full application for information/items needed. Please have the following items ready, as applicable, for all household members during the process:



MISC:

- ❍ Name of ALL household members as listed on members social security card
- ❍ Date of Birth of ALL household members
- ❍ Social Security Number for ALL household members
- ❍ Email address of each household member 18 and older, if applicable
- ❍ Contact Phone Number for each household member 18 and older
- ❍ Service Animal—Vaccination & Health Records of animal, Service Medical Provider documentation confirming need of animal
- ❍ ESA (Emotional Service Animal)—Vaccination & Health Records of animal, Medical
- ❍ Previous 12 months housing addresses
- ❍ Legal Name and Date of Birth of Live-in Aide, if applicable

ASSETS:

- ❍ Checking Account (6 most current Bank Statements all pages)
- ❍ Savings or Money Market Accounts, Revocable Trust Accounts, IRA / KEOGH / CD (Certificate of Deposit Account), Stocks / Bonds / Mutual Funds / Treasury Bills / 401K / 403B, Pensions / Retirement Account, Bitcoin / Cryptocurrency (most current statement all pages)
- ❍ Real Estate (ownership / closing paper documentation)
- ❍ Whole Life Insurance Policy (current policy all pages)
- ❍ Direct Express Card (current balance receipt)

INCOME SOURCES:

- ❍ Current Employer (6 most current Paystubs)
- ❍ Self Employed individuals (Last 2 years full tax returns all pages or most recent quarterly)
- ❍ Military (3 current LES)
- ❍ Unemployment Benefits (Award Letter all pages)
- ❍ Social Security (Award Letter all pages)
- ❍ Public Assistance (documentation)
- ❍ Child Support / Alimony (Court Order all pages & payment history printout)
- ❍ Other potential Income—Worker's Compensation, Disability, Death Benefits or Life Insurance Dividends
- ❍ Veteran's Benefits, Pensions, Other Retirement Benefits, Annuities, regular Gifts or payments from anyone outside of the household, payments from Rental Property, Land Contracts, or other forms of Real Estate, Severance Payments, Lottery Winnings, Inheritances or any Other Income Sources.

IDENTIFICATION TO HAVE READY FOR VERIFYING OCCUPANTS OF HOUSEHOLD:

- ❍ Valid Government Photo ID (all household members over 18 i.e. drivers license, state ID)
- ❍ Non-Citizen Documentation
- ❍ Form I-94A with Arrival-Departure Record & containing an endorsement to work (if applicable)
- ❍ Birth Certificates (minors)
- ❍ Social Security Card (all household member)

Presbyterian Villages OF MICHIGAN
SERVING SENIORS & COMMUNITIES

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