

Renter's Rebate Program **Return Document Checklist**

To help you process your application in a complete and timely fashion...

Please Remember:

- All documents MUST have your signature and date on ALL pages.
- Attach this checklist with your return of required documents

Name: _____

Social Security # _____

DOB: _____ **Phone:** _____

Please circle correct **marital status**: Married living separate widowed unmarried

If married – name and Social Security number of spouse _____

Are you getting assistance from family members? **YES** **NO**

How many people live in the dwelling? _____

Check that you have attached the following forms:

_____ Did you remember to provide your **Social Security Number**?

_____ **Form SSA-1099 from 2021** -if you receive regular Social Security

_____ **Letter from Social Security** which clearly states your total **2021** income - if you receive SSI

_____ **Proof of disability from the Social Security Administration** - if you are younger than 65 and you have a disability

_____ **Proof of any other 2021 income** (pension, employment, interest, dividends, etc.)

_____ **A copy of the 2021 Income Tax Return** signed and submitted to the IRS -if you filed one with the IRS.

_____ **Proof of all 2021 rent payments** (rent receipts for each month in **2021** signed by the landlord or rent ledgers from housing complex.)

_____ **Proof of all 2021 utility payments**; i.e. electric, gas, oil, and water *provide us with a full year print out from Eversource etc. for **2021**.