

CHECKLIST FOR HOMEOWNERS APPLYING FOR WEATHERIZATION

You will need the following: (Please check off each item to be sure you have included all needed information.)

_____ **Application for Home Weatherization**, completed, signed and dated.

_____ **Authorization To Release Customer Utility Information** completed, signed and dated. *Include a copy of your utility bill and gas bill.*

_____ **Income Verification:** All countable income of the household received in the month prior to the application date. (Example: If you apply in September, we need income verification for August). Countable income would include all payroll checks, bank statements, or benefits letter for social security. This will apply to every person receiving income and living in the home. If there is no income a **Deficit Statement (Zero Income Form)** must be filled out for anyone over the age of 19 otherwise disregard form.

_____ **Applicant Health and Safety Evaluation**, completed, signed and dated.

_____ **Proof of property ownership: Property tax records** showing ownership.

_____ **Mobile homes** will only be considered owner occupied if a legally notarized and executed Rent-to-Own contract is in place and contract has been in force continually without problems for two or more years, the application will treated as an owner-occupied dwelling. If the term of the agreement is less than two years, this application will be treated as a rental application. **Proof of mobile home ownership must still be furnished showing title is recorded in the owner's name.**

Please
Mail to

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If you have any questions you can call 435-637-0025.