

VERIFICATION LIST

Carefully look over this list

Most common documents/verifications Clark County Social Service requires to determine eligibility:

- **Identification** – For each household member, two (2) forms of ID are required. One (1) of the forms of identification for adults must be a valid (not expired) Nevada government issued photo ID indicating a Clark County address (If you are applying for transportation assistance to another state, a Nevada ID is not required.). Secondary ID may include (list not all inclusive):
 - Employee badges
 - Student ID cards
 - Birth certificates
 - Social Security cards
 - Immunization records
 - Passports
- **Residency** – The individual or household applying for Clark County Social Service assistance must reside in Clark County, Nevada and intend to continue to reside for an indefinite period of time. Examples of documents that may be provided as proof of residency include:
 - A valid Nevada government ID with a Clark County address
 - Utility bills
 - Rent receipts, lease agreement, or mortgage statements
 - Voter registration card
 - School records
 - Employment documentation indicating employment in NV and Clark County address (pay stubs, intent to hire letter, etc.)
 - Clark County vehicle registration
- **Income** – An individual or household must report all income received in the last ninety (90) days, or anticipated by any member of the household. Documents that may be provided as proof of income include:
 - Pay stubs
 - Unemployment
 - Business records
 - Tax returns
 - Loans
 - Family/friend household contributions
 - TANF
 - Child support
 - VA payments
 - Social Security
 - Pensions
 - Annuities
 - Property rentals
 - Utility allowances

If no longer employed, you will need to provide a letter of termination on the employer's letterhead that includes the date and reason for termination.

- **Assets** – Provide the last three (3) checking, savings, and all other (CD, IRA, etc.) bank account statements. Make sure the statements include your current balance. If your accounts are closed, you may provide a letter from the bank showing a zero balance and the date the account was closed. Provide copies of registration for each owned vehicle, motorcycle, boat, motor home, and travel trailer.
- **Lump Sum Awards** – Provide documentation for any lump sum payments received in the last thirty-six (36) months. Lump sum examples include:
 - Auto accident settlements
 - Gambling winnings
 - Retroactive payments from Social Security
 - Workman's Compensation
 - Inheritances
 - Tax refunds
- **Legal/Lawsuits** – Provide documentation of any pending lawsuits or other legal actions. Also include:
 - Divorce decree
 - Marriage license
 - Legal separation
 - Custody
 - Pending Social Security claims
 - Prison/jail release paperwork
 - Parole or probation paperwork/agreement
 - Guardianship paperwork

- **Property/Land** – Provide documentation of any property owned or sold within the last thirty-six (36) months. This includes property out of state. Documentation must include the current value of the property or proof of the amount received from the sale and the date of sale.
- **Debts** – Provide documentation for all current debts and receipts for all payments made in the last three (3) months. Some examples of documentation to support debts include:
 - Utilities
 - Credit cards
 - Medical bills
 - Auto payments
 - Student loans

Documentation must include the balance owed on all debts.

- **Insurance Policies** – Provide documentation of any medical (including COBRA), burial, or life insurance policies. Documentation must include:
 - Policy numbers
 - Phone numbers of insurance company
 - Names
 - Indicate the face value, loan value, and cash surrender value
 - Addresses
- **Employability Statement** – Provide a doctor’s statement on letterhead and dated within the last (30) thirty days that identifies:
 - Your medical condition
 - States your ability to work
 - Identifies any limitations
 - Expected duration
- **Immigration Status** – For proof of immigration status you will need to provide the original affidavit of support by sponsor. Immigration status documentation includes: Immigration Naturalization Service (INS) documents:
 - I-551
 - I-94, (with appropriate INS code)
 - I-151
 - I-134 (affidavit of support)

If you entered the U.S. after December 19, 1997 and are under lifetime sponsorship, your sponsor should accompany you as eligibility will be determined on your sponsor’s income and financial situation.

- **Prior Resources**

You may be required to apply for assistance from any of the following programs before Clark County Social Service eligibility can be determined. This list is not all inclusive, and will depend on individual circumstances.

- **TANF** – You must apply for TANF if you are the custodial parent or guardian of any children under the age of 18 or age 18 and a full-time student. You must be in compliance and be in a pending status.
- **Unemployment Insurance Benefits (U.I.B.)**
- **Supplemental Security Income (SSI)**
- **Social Security benefits** (Retirement, Survivor’s, Disability, etc.)
- **Medicaid**
- **Veteran Benefits (VA)**
- **Workers’ Compensation**

NOTE: The above list includes the most common documents or verifications required to determine eligibility and is not all inclusive. Bring all supportive documents or verifications to support your individual situation which will help prevent additional trips to the agency. In some cases, additional documentation or verifications may be required based upon your individual situation.