

<input type="checkbox"/> Completed application, signed and dated	<input type="checkbox"/> Copy of 2017 federal tax returns (i.e., signed and dated complete 1040 form) for all household members over the age of 18, including any amended returns 2016 tax returns will be acceptable for households located in one of the following counties through January 31, 2019: Anson, Beaufort, Bertie, Bladen, Brunswick, Carteret, Chatham, Columbus, Craven, Cumberland, Dare, Duplin, Greene, Harnett, Hoke, Hyde, Johnston, Jones, Lee, Lenoir, Montgomery, Moore, New Hanover, Onslow, Pamlico, Pender, Pitt, Richmond, Robeson, Sampson, Scotland, Tyrrell, Wayne, and Wilson
<input type="checkbox"/> Verification of identity <ul style="list-style-type: none"> • Driver's license, military ID, state-issued ID, or U.S. passport 	<p>SIGNED AND COMPLETED FORMS</p> <input type="checkbox"/> Income Certification Form in the event a Form 1040 tax return was not provided for each household member over the age of 18 (each income-attesting household member signature required) For household members that did not file a 1040 tax return with the IRS, one (1) of the following: <ul style="list-style-type: none"> • Required pay stubs by frequency of pay <ul style="list-style-type: none"> ◦ Persons getting paid weekly = 12 consecutive paychecks ◦ Persons getting paid bi-weekly = six consecutive paychecks ◦ Persons getting paid monthly = three consecutive paychecks • Pension statement showing current monthly or yearly gross amount received • Social Security statement showing current monthly or yearly gross amount received • Unemployment benefits statement for current 3-month period • Welfare benefit letter demonstrating 3 consecutive months • Payroll summary report covering 3 consecutive months • Letter from employer stating annual or monthly income of employee • Any additional supplemental monthly or yearly gross amount received
<input type="checkbox"/> Verification of ownership Single-family and modular homes: <ul style="list-style-type: none"> • 2016 property tax card • Warranty deed • Deed of trust • Deed of gift (if recorded) • Proof of mortgage Mobile homes* - Documents must list VIN number <ul style="list-style-type: none"> • DMV title • DMV registration from time of storm • Notarized bill of sale • Purchase agreement • Manufactured home mortgage/loan statement • 2016 property tax card (if landowner) <p>* If the mobile home has been immobilized and converted into real property, the recorded, pre-storm deed and 2016 property tax can be used to prove ownership</p> <p>Ownership documentation <u>must</u> be provided to submit to Step 2 [Eligibility]</p>	<input type="checkbox"/> Proof of primary residency/occupancy All records must be dated between September 2016 and October 2016. Additionally, the listed names and property addresses must match the name and damaged property address on the submitted application. <ul style="list-style-type: none"> • Utility (i.e., electric, gas, water, gas) statements (damaged property address must be listed as mailing and service addresses) • Letter from utility (i.e., electric, gas, water, gas) company • Insurance (fire, land, flood, or homeowner's insurance) declaration page <ul style="list-style-type: none"> ◦ Must state occupancy (primary/owner or secondary) ◦ Must show that policy was in effect at time of storm • 2015 tax returns with damaged property address • TANF documentation • Medicare documentation • North Carolina WIC documentation • Copy of SBA letter showing loan received or denied <input type="checkbox"/> Receipt of the Lead-Safe Certified Guide to Renovate Right form <ul style="list-style-type: none"> • Only one Owner-Occupant signature required <input type="checkbox"/> Consent to Release form <ul style="list-style-type: none"> • Only the holder of the insurance policy is required to sign. If the holders of insurance policies differ, all policy holders' signatures are required <input type="checkbox"/> Right of Entry permit <ul style="list-style-type: none"> • Only one Owner-Occupant signature required
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