

**GAINESVILLE HOUSING AUTHORITY  
SECTION 8 HOUSING CHOICE VOUCHER APPLICANT**

**THE FOLLOWING IS ABSOLUTELY NECESSARY FOR YOU TO RECEIVE ASSISTANCE FROM THIS AGENCY**

**ALL DOCUMENTS MUST BE DATED NOT MORE THAN 60 DAYS FROM DATE OF YOUR APPOINTMENT:**

- >**Verification of residency:** a current utility bill in your name at your current address, local employment, or current Texas ID card with your current address
- >**Verification if claiming preference for:** working, elderly, or disabled family, victim of domestic violence, or veteran
- >**Enclosed Tenant Information Form:** completed by head of household
- >**Social Security:** original cards for all persons in the household (no photocopies)
- >**Driver's license or picture ID:** for all persons 18 or over (no photocopies)
- >**Birth certificates:** originals for all persons in the household (no photocopies)
- >**Marriage License:** if married, no photocopies
- >**Divorce papers:** if divorced, for all divorces
- >**Employment verification:** check stubs for last three months or payroll print out from your employer
- >**Unemployment:** original award letter and current check stub or exhaust letter
- >**Child Support/Alimony:** notarized letter from provider if paid direct or printout from the Office of the Attorney General
- >**Social Security/SSI Benefits:** current proof of income letter from Social Security Administration dated within 60 days of application
- >**Public Aid:** award letter for food stamps, TANF, etc.
- >**Student Status (for students 18 years or older):** copy of schedule, award letter for Pell Grant, scholarships, or other financial aid
- >**Asset information:** last six month's bank statements for checking/savings accounts, insurance policies with return premium, real estate value, etc.
- >**Child care expenses:** notarized letter from provider

**IF YOU ARE 62 YEARS OR OLDER, DISABLED, OR HANDICAPPED, YOU WILL NEED TO BRING VERIFICATION OF THE FOLLOWING: Any medical expenses that have been paid in the past 12 months:** Doctor, hospital, lab, x-ray, print out from pharmacy for prescriptions, dental, glasses, ambulance, & premiums paid on medical insurance, over-the-counter medications or necessities accepted with doctors note.