



SPENCER TOWNSHIP

Tanner Resch, Trustee

1905 Deece Dr. North Vernon, IN 47265

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Township Assistance Meeting Checklist

Please remember to have the following information available when you arrive for your meeting.

- Current photo ID that has your current address listed. The address **MUST** be located within Spencer Township in order to be eligible for Township Assistance from the Spencer Township Trustee's Office.
- Current photo IDs for all adults who live in the household.
- One piece of mail addressed to the applicant.
- Date of Birth and Social Security Numbers for all household members (adults and children)
- All adult members of the household are required to sign the application for township assistance.
- If you are requesting assistance with utilities, the most recent statement from the utility company showing the current amount due, amount past due and any late fees being charged.
- If you are requesting assistance with rent, a copy of the lease agreement that includes: applicant named as a responsible party, frequency that rent is due, amount of rent due and the date that it is due by, any penalties for late payments
- 30 days of proof of income (employment income, unemployment benefits, Social Security Benefits, etc.) for **all** adult members of the household receiving income.
- 30 days of bank statements for **all** adult members of the household. This includes any checking, savings, CD, retirement accounts etc.
 - Failure to provide proof of income and expenses could delay any assistance given or result in denial of assistance.