



Town Of Hillsborough

29 School Street, P.O. Box 7
Hillsborough, NH 03244

Phone: 464-3877

SS Concord

Your appointment is scheduled for:

Tuesday

Friday

at

DATE

TIME

If you will be late for your appointment, please call and notify this office **as soon as possible**. You may have to be rescheduled. If you need to reschedule this appointment or have questions, please call.

REQUIRED VERIFICATIONS

Every applicant must provide the following documentation/verifications at their appointment:

- **Completed** Application (if your application is not completed, you may be rescheduled)
- **Photo** ID required for all adult household members (as well as a social security card **or** birth certificate). Identification for all minor household members in the form of social security card and birth certificate. Proof of permanent residence or I-94 card, if applicable.
- A **30-day** activity report on all checking and savings accounts in the household,
- If you receive child support or pay child support, statement/receipts showing amount of payment received or paid,
- If you are employed, last **4 weeks** of pay-stubs or proof of net wages. If you do not have 4 weeks of pay stubs, provide a statement from the employer that includes date of hire, start date, hourly rate, hours per week, pay schedule, contact name and phone number,
- Last **4 weeks** of receipts and proof of bills paid,
- Bills currently due, any disconnect notices, eviction papers (demand for rent/notice to quit or writ)
- Vehicle registration if you own a vehicle (car, motorcycle, etc.),
- If you share a house/apartment with a roommate(s), statement outlining division of expenses,
- If you are unemployed, verification that you have applied for or are receiving Unemployment Compensation.
- Documentation of divorce, custody/child support and/or restraining orders.
- EBT card (if you, the co-applicant or any household members have one).
- Other: _____

When you arrive for your appointment, be sure to present your completed application and all Required Verifications including picture ID, social security card(s), etc.

Provide the following verifications if it applies to your situation:

- Verification that you have applied for or are receiving Social Security Benefits.
- A medical verification from treating physician of illness or injury.
- If you are requesting rental assistance, a Landlord Verification Form completed by the landlord, rental office or authorized agent for the landlord.
- A copy of your lease or rental agreement.
- Verification from State Welfare if you applied for, or receive, any of the benefits listed below.

Failure to provide required verifications/documentation may result in a delay and/or denial of your request for assistance.

STATE OF NEW HAMPSHIRE DEPARTMENT OF HEALTH & HUMAN SERVICES

The Town of Hillsborough Department of General Assistance (Town Welfare) provides temporary emergency assistance to Town residents for the basic necessities of life when all other resources have been exhausted. Assistance is rendered in voucher form only.

If you do not currently receive State benefits, you are **required** to apply to determine if you are eligible for any of the following services at the State Division of Health & Human Services (State Welfare) located at 40 Terrill Park Drive, Concord; phone 271-6200. State Welfare sees walk-in clients from 8:00 AM– 11:15 AM, Monday through Friday:

ANB – Aid to the Needy Blind

APTD – Aid to the Permanently & Totally Disabled

Child Care

Child Support

TANF – Temporary Assistance to Needy Families

Food Stamps

Emergency Food Stamps (8-3 pm)

Healthy Kids Program

Medicaid

OAA – Old Age Assistance