

**PLEASE ARRIVE 15 MINUTES EARLY FOR YOUR APPOINTMENT**

**DARKE COUNTY VETERANS SERVICES**

611 Wagner Avenue, Greenville, Ohio 45331 937-548-5305 Fax 937-548-0579

**Day:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Krisann Franck  
Financial Assistance Specialist**

**Time:** \_\_\_\_\_

**Appointment for Financial Assistance**

*You will need to provide the following papers/information at your scheduled appointment time. Failure to provide could result in non-processing of application.*

- \_\_\_\_\_ Discharge papers/DD214 or certificate in lieu of honorable service.
- \_\_\_\_\_ Drivers License or State ID
- \_\_\_\_\_ Marriage Certificate (not License) and/or divorce papers if prior marriages for either veteran or spouse.
- \_\_\_\_\_ Birth Certificate for children
- \_\_\_\_\_ Social Security Number of spouse and children
- \_\_\_\_\_ Pay stubs or statement from employer of income for past 30 days. Also needed for Spouse or other members of household that is employed.
- \_\_\_\_\_ Verification of benefits from V.A., Social Security, and/or other pension funds: (Workers Comp, Unemployment, Sick Benefits, Insurance, etc.)
- \_\_\_\_\_ Rent receipt – If requesting assistance with rent, our office needs a letter from your landlord stating if you are behind on rent, how much rent is per month, and their address and phone number.
- \_\_\_\_\_ Statement from landlord (attached)
- \_\_\_\_\_ Mortgage book, mortgage company, address and phone number.
- \_\_\_\_\_ Police report on lost or stolen income.
- \_\_\_\_\_ All Current utility bills paid or unpaid.
- \_\_\_\_\_ All Misc. Bills requiring payment in last 30 days and next 30 days. (Telephone, Cable, Car, Insurance, Medical Bills, etc.)
- \_\_\_\_\_ Banking Account(s) / Transaction history for last 30 days
- \_\_\_\_\_ Proof of residency (need to be resident of Darke County for three months)
- \_\_\_\_\_ 20\_\_ tax return / if self employed need to provide schedule C