

SINGLE-FAMILY HOME REPAIR ELIGIBILITY PROGRAMS (SFHREP) APPLICANT DOCUMENT CHECKLIST



Copies of documents are required and no originals will be accepted.

REQUIRED DOCUMENTS	SPECIFIC DETAILS
Copy of valid State of Texas Driver's license, passport, or valid non-driver picture identification card with current address	All adult household members, age 18 years or older
Proof of legal status or citizenship	U.S. birth certificate, passport, or permanent resident card
Birth Certificate, legal documentation of adoption or guardianship	For all minor household members, age 17 and younger
Proof of ownership	Recorded warranty deed or Affidavit of Heirship, divorce decree, or death certificate
Proof of principal residency	Homestead exemption or utility bill if homestead removed; home not habitable
All bank and credit union accounts, a copy of last three (3) month's statements	All pages, including blanks
All savings accounts, a copy of the most current months' statement	All pages, including blanks

IF YOU HAVE ANY OF THE FOLLOWING, PLEASE PROVIDE:

Employment income	Last three (3) consecutive months of paycheck stubs
Social Security or SSI benefits	Current-year benefit award letters (including benefits received on behalf of minors)
Unemployment benefits	Current unemployment statement
If unemployed: Texas Workforce Commission Earnings Verification statement	
Retirement or investment income	Most recent annuity, 401(k), IRA, or CD statement
Self-employment income	Past two (2) years of income tax returns (all pages, including Schedules C, E, or F) and profit and loss statements for the last three (3) years
Child support	Court-ordered documents, or verification from the Attorney General's Child Support Division for non-court-ordered support (if the household includes children under 18)
Mortgage or home equity loan	Most recent mortgage statement
Homeowners insurance	Current declarations page for hazard, flood, and wind coverage
Rental income	Most recent tax return, including Schedule E
If taxes are not current and you are on a tax payment plan, proof of an approved plan in good standing	
If you are a full-time student, a letter from the institution's Registrar's office (family members 18 or older)	Family members 18 or older