

# MIDAS Collaborative

## Application Documentation Checklist

Please make sure that copies of the following documentation are attached to support your application information.

**IMPORTANT:** Your application will be returned if you do not include ALL required supporting documentation that relates to you and **ALL** members of your household.

### Income Documentation

#### Formal Employment (Wages)

- Most recent two pay stubs
- Most recent year's tax return (1040), and all supporting documentation for all sources of earned income

#### Self-Employment (Business Ownership)

- Most recent year's tax return for business with all Schedules and/or Attachments
- Most recent year's personal tax return if separate from business
- Application Balance Sheet and Income Statement (for the previous year)

#### Government Assistance (TANF, Food Stamps, SSI, SSDI, Veterans' Benefits, etc.)

- Most recent statement or qualifying letter (stating amount being received) for any assistance

#### Pension or Retirement Income (401K, IRA or other retirement)

- Two most recent checks and/or the most current statement(s)

#### Child Support

- Most recent stubs, checks or statements – only if available.

#### Workman's Compensation or Unemployment

- Statement(s) showing amount received over the last twelve months.

#### Investment Income (money earned from: stocks, bonds or other investments)

- Most recent checks and statements for each of these investments

#### Other

- Documentation of other income sources (child support, worker's compensation)
- If you have received worker's compensation this year, we will need a letter or statement to verify the amount received.

### Other Asset Documentation

#### Business Ownership (Self-employed)

- Application Balance Sheet and Income Statement (same as Self-Employed income above)

#### Ownership of Other Real Estate or Land

- Most recent tax bill of that real estate or land.

#### Investments (stocks, bonds, 401K, retirement accounts or other investments)

- Most recent statements for each of these investments

#### Checking and/or Savings Account(s)

- Most recent personal checking account statement
- Most recent personal savings account statement