

**RICH TOWNSHIP GENERAL ASSISTANCE OFFICE**  
**Calvin Jordan, Supervisor**

22013 Governors Highway  
Richton Park, IL 60471

Phone: (708) 748-6722

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**VERIFICATION REQUEST FORM**

**CLIENT:** \_\_\_\_\_

**In order to process your application, the following verifications are required:**

1. Birth Certificates for all household members
2. Completed, signed application
3. Drivers License/Photo ID with Current Address
4. Proof of all income for the last 30 days, including paystubs, Child Support, Social Security, Pensions, gifts from friends/relatives, etc
5. Rent Receipt, Lease, Sec 8, Notarized letter from landlord or proof of Mortgage
6. Social Security Card
7. Utility Bills
8. Verification of Application for Social Security
9. Verification of Public Aid
10. Verification of Unemployment Compensation

Issued By: \_\_\_\_\_ Date: \_\_\_\_\_