

Treasure Coast Homeless Services Council, Inc.  
 2525 St. Lucie Ave  
 Vero Beach, Florida 32960  
 772-567-7790

County in which funds are disbursed:  
 \_\_\_\_\_ Martin County  
 \_\_\_\_\_ Indian River County  
 \_\_\_\_\_ St. Lucie County

**Funding Source:**

Client Name: _____	
Client Address: _____	
Client Representative: _____	Contact Number: _____

Services Requested	Housing Status
<input type="checkbox"/> Rental	<input type="checkbox"/> RR/Relocation & Stabilization
<input type="checkbox"/> Security Deposits	<input type="checkbox"/> Category 2 or 3
<input type="checkbox"/> Motel/Hotel Vouchers	
<input type="checkbox"/> Mortgage Payment	<input type="checkbox"/> HP/Relocation & Stabilization
<input type="checkbox"/> Utility Payments/Deposit	<input type="checkbox"/> Category 1 <b>RR or HP Score</b>
<input type="checkbox"/> Other	

The Information Indicated Below is REQUIRED to match the W-9			Month/Deposit Break Down	Amount
<b>Name As Shown On Your Income Tax Return (W-9)</b>				
<b>Business Name if Different From Above: (d/b/a)</b>				
<b>Street Address:</b>				
<b>City, State, Zip:</b>				
			<b>Account # if Applicable:</b>	
<b>Total Check Request</b>				

<b>Required Attachments</b>	<b>Household Count Box</b>
<input type="checkbox"/> Three Day Notice /Eviction Notice/Homeless Verification	<input type="checkbox"/> # of Adults
<input type="checkbox"/> Habitability/LeadBase Standards	<input type="checkbox"/> # of Children
<input type="checkbox"/> Landlord Information's Sheet that Applies	<input type="checkbox"/> # of Households
<input type="checkbox"/> Documentation of intake in C/T (Including Service Screen& Case Notes)	
<input type="checkbox"/> Utility Inquiry Worksheet	
<input type="checkbox"/> Utility Bill with Deposit Request and/or Shut Off	
<input type="checkbox"/> W-9	
<b>In File:</b>	<b>COMMENTS</b>
<input type="checkbox"/> Client Consent Form	
<input type="checkbox"/> Other client information Income	
<input type="checkbox"/> Income Eligibility Verification	

<b>Case Manager Signature</b> _____	<b>Date:</b> _____
<b>Manager Approval</b> _____	<b>Date:</b> _____
<b>Executive Director Approval</b> _____	<b>Date:</b> _____